

BUDGET

Town of Wellington | 2020



TOWN OF
WELLINGTON

"Northern Colorado's Gateway"



2020 PROPOSED BUDGET

TOWN OFFICIALS

Mayor

Troy Hamman
Term Expires April 2022

Trustees

Dan Sattler / Mayor Pro Tem
Term Expires April 2020

John Jerome
Term Expires April 2022

Wyatt Knutson
Term Expires April 2022

John Evans
Term Expires April 2020

Matt Michael
Term Expires April 2020

Tim Whitehouse
Term Expires April 2022

ADMINISTRATION

Ed Cannon / Town Administrator / Clerk
Kelly Houghteling / Assistant Town Administrator
Michelle Vance / Economic Development Director
Tyler Sexton / Interim Finance Director / Treasurer
Bob Gowing / Public Works Director
Cody Bird / Town Planner

TABLE OF CONTENTS

General Government:

Town Officials.....	2
Administration.....	2

Budget Guidance	6-12
------------------------------	------

Summary of Budget	13-19
--------------------------------	-------

Revenue Overview	20-28
-------------------------------	-------

General Fund:

Organizational Chart.....	29
Comparative Staffing Levels.....	30
Detailed Comparative Staffing Levels.....	31
Revenue Comparison.....	13
Summary of Budgets.....	14-19
Legislative Board.....	32-33
Judicial.....	34-35
Transfer General Fund.....	36-37

Administrative Services	38-39
--------------------------------------	-------

Finance:	40-41
-----------------------	-------

Customer Service.....	42-43
Human Resources.....	44-45
Information Services.....	46-47

Planning and Zoning:	48-49
-----------------------------------	-------

General Use Building and Community Center.....	50-51
Neighborhood Services.....	52-53

Law Enforcement	54-55
------------------------------	-------

Public Works:	58-59
----------------------------	-------

Water.....	62-63
Sewer.....	64-65
Drainage.....	66-67
Conservation Trust.....	68-69
Streets.....	60-61

Cemetery	55-57
-----------------------	-------

Community Activities	70-71
-----------------------------------	-------

Economic Development	72-73
-----------------------------------	-------

Library	74-77
----------------------	-------

Parks and Recreation	78-80
-----------------------------------	-------

TABLE OF CONTENTS

Capital Projects Fund:	81-83
Priority Description.....	84
Summary of CIP Revenues and Expenditures.....	85-93
General Fund Projects:	
Staff Vehicle (2).....	94
Administration Projects:	
EV Charging Station.....	95
Property Acquisition.....	98
Town Hall.....	99
Recreation Feasibility Study.....	100
Planning Projects:	
Comp Plan / Land Use Update.....	96
Downtown Area Study.....	97
Economic Development Projects:	
Economic Development Strategic Plan Updates.....	101
Public Works Projects:	
Street Sweeper.....	102
Vehicle Replacement.....	104
Old Town Street Repair.....	105
Street Rehabilitation.....	106
Newer Subdivision Seal / Crack Fill.....	107
I-25 Interchange.....	108
Membranes for Nano.....	110
Zero Turn Mower.....	111
Pot Hole Machine.....	112
Vacuum Truck.....	123
1,000 Gallon Pressure Tank.....	124
Clarifier Launder Cover.....	125
WWTP Expansion Design and Construction.....	132
WWTP Shed at Effluent Outfall.....	133
Lift Station Safety Upgrade.....	134
Storm Drain & Pan Replacement.....	140
Bragg Lane Storm Drain.....	141
B-Dams Phase 1 Engineering / Improvement.....	142
Streets & Parks Projects:	
Staff Vehicle.....	103
Pavement Study.....	109
Water Projects:	
Water Plant Expansion.....	113
Storage Tank Coatings.....	114

TABLE OF CONTENTS

Wilson Well Improvements.....	115
Three Chemical Chlorine Dioxide System.....	116
Improve Carbon Feed System.....	117
Bulk Water Dispenser.....	118
Fire Hydrant Replacement.....	119
Distribution System Masterplan.....	120
Buffalo Creek Booster Station Upgrade.....	121
Distribution System Rehabilitation Program.....	122
Collections:	
Backup Generator Lift Station.....	126
Water Reclamation Projects:	
Skid Steer Aeration.....	127
Clarifier Rehabilitation Project.....	130
Sewer Projects:	
Wastewater & Collection Systems Masterplan.....	128
Wastewater Pumps.....	129
Driveway Paving.....	131
Clarifier Rehabilitation Project (Recoating).....	135
Clarifier Repairs (Tobrow).....	136
Sewer Line Rehabilitation / Replacement.....	137
Collection System Manhole Rehabilitation Program.....	138
Storm Drainage Projects:	
Old Town Street Repair.....	139
Recreation Projects:	
John Deere Gator.....	143
Dugout Covers.....	149
Equipment Shed at Wellington Community Park.....	150
Outer Canopy Net for Batting Cages.....	151
Pitching Machines at Batting Cages.....	152
Winnick Park Playground Resurfacing.....	154
NPIC Lateral Improvements at BNSF Crossing.....	155
Parks Projects:	
Parks Masterplan Update.....	144
Boxelder Trail Phase 1 Easement Acquisition.....	145
Boxelder Trail Phase 1 Construction.....	146
Boxelder Trail Phase 2 Construction.....	147
Pedestrian Access over Windsor Ditch.....	148
Parks & Recreation Projects:	
Shade Structures at WCP Ballfields.....	153
Ordinance	156-162

TOWN OF WELLINGTON BUDGET GUIDANCE

The financial procedures set forth with regards to the budget are listed below.

- The fiscal year of the Town of Wellington and all its agencies shall be determined by the Town Board by ordinance.
- The Town Administrator shall direct the preparation of the Annual Budget and submit the Annual Budget to the Town Board in a timely manner.

- **The Budget for the ensuing year shall contain:**

1. A detailing of the anticipated revenues from all sources, including any surplus funds from the preceding year;
2. A statement of the Adopted expenditures for each office, agency, or department. Such statement shall further include a statement of the expenditures for personnel, operations, other expenses and capital outlay;
3. Subsidiary budgets shall be prepared for all Town-owned utilities in conformance with Municipal Accounting Standards;
4. An estimate of the amount of surplus funds which shall exist at the end of the budget year.
5. A comparison, in detail with the previous budget year;
6. The Town Administrator shall supply, when directed by the Board, any other supporting information that the Board may request concerning the budget.

- **Long Term Financing: The budget shall also include:**

1. A statement of all Adopted capital construction projects irrespective of whether such projects are to be completed during the budget year. Such statements shall also contain an estimate of their costs and necessary revenue measures to accomplish the completion of the projects and a statement of the estimated annual costs of operating such projects;
2. A statement of bonded indebtedness, or other long-term obligations along with the retirement schedule, interest requirements, and sinking funds provided for such obligation.

- **Budget Hearing:** A public hearing on the budget shall be held before its final adoption. Notice of such public hearing shall be announced at least two weeks prior to such hearing. Publication shall be made as otherwise provided in the Charter. The complete budget shall be on file for public inspection in the Town offices, for a period not less than two week prior to the date of such hearing, and available for purchase by the public, at actual cost.

- **Adoption of Budget and Appropriation Ordinance:** The Town Board shall adopt the final budget in a timely manner prior to the start of the ensuing budget year and pass the necessary Appropriation Ordinance.

- **Certification of Tax Levy:** The Town Board shall certify to the authorized taxing authority the

TOWN OF WELLINGTON BUDGET GUIDANCE

proper number of mills on each dollar of assessed valuation of all taxable property within the corporate limits of the Town, as may be necessary to raise the ad valorem requirements of the adopted budget. Such certification shall be done by the Town Board in a timely manner, or as required by the taxing authority.

• **Failure to Adopt Budget, Appropriation Ordinance and Tax Levy Certification:** If the Town Board fails to act in a timely manner to adopt the annual budget, the Appropriation Ordinance, or to certify the tax levy, as required by the statute, the amounts last fixed shall be the amounts for the ensuing year. These amounts will be in effect until the Town Board takes additional action.

• **Transfer of Appropriations:** The Board may make additional appropriations by resolution during the budget year for unanticipated expenditures required by the Town, but not in excess of the amount that actual reserves exceed budgeted revenues and un-appropriated surplus, unless the appropriation is necessary to relieve an emergency endangering the public health, peace, and Town of Wellington 2019 Adopted Budget 23 safety. Should such an emergency exist, the Board must, by appropriate resolution, find an additional appropriation necessary to relieve an emergency endangering the public health, peace, and safety of its citizens.

• **Sinking funds and Special Reserve Funds:** The Town Board may, by ordinance provide for sinking or reserve funds for all forms of debt service, future improvements, or other projects. Such funds are to be held in trust for each specified purpose.

• **Accounting Records:** The Town Administrator shall direct and administer a proper system of accounts and records which shall conform with current generally accepted governmental accounting principles. The system of accounts and records shall provide the following:

1. An efficient day-to-day operation in the handling of receipts and disbursements for the Town's funds;
2. A monthly statement of receipts and expenditures in such manner that the Town Board has enough details to determine the compliance with budget requirements, and to determine the financial condition of the Town. This statement shall be made available for public inspection;
3. A comprehensive annual financial report covering all funds and financial operations of the Town.

• **Internal Control:** The accounting system shall incorporate a proper system of internal control and provide for the minimum safeguards in accounting controls.

• **Annual Audit:** An independent audit shall be made annually of all Town accounting records by a certified public accountant, licensed to practice in the State of Colorado. The accountant shall not be an employee of the Town of Wellington. The Town Board shall select the

TOWN OF WELLINGTON BUDGET GUIDANCE

accountant and may call for more frequent or special audits if deemed necessary. Such audits shall be available for public inspection, and for ensuing budget preparation.

- **Purchasing:** The Town Administrator shall direct a purchasing policy which shall be rules for the procurement of goods and services for all departments, offices, and agencies. The procedures utilized by the purchasing department shall comply with standards normally used in municipal and governmental entities, provided, however, that nothing contained herein shall be construed as limiting the power of the Town of Wellington from entering into a joint purchasing agreement with any governmental entity.

- **Depository:** The Town Board shall designate depositories for Town funds and provide security for such deposits.

- **Investments:** Cash in any Town fund not needed for current operations may be invested in any manner that is then permitted by the statutes of Colorado. Such investments shall take into account the time when the cash will be needed for its intended purpose.

- **Forms of Borrowing:** The Town may borrow money and issue securities in evidence thereof, as follows:

1. Short-term notes
2. Anticipation warrants
3. General obligation bonds
4. Revenue bonds
5. Local improvement bonds
6. Any other like securities.

- **Short-Term Notes:** The Town may, by resolution of the Town Board, without an election, issue short term notes maturing within twelve months of the date of issuance. Such notes are not indebtedness.

- **Obligations Payable from General Revenues:** No bonds or other evidence of indebtedness payable in whole or in part from general revenues, or to which the full faith and credit of the Town are pledged, shall be issued until the question of their issuance shall be submitted to a vote of the registered electors at a special or general municipal election and approved by a majority of those voting. For purposes of this section, "general revenues" shall be defined to include but not be limited to: ad valorem taxes, sales and use taxes, and charges of any nature to users or future users of the water or sewer systems. Other sources of revenue shall be considered "general revenues" if said revenues are not specifically discussed in other sections of this article. This section is not to be construed to require an election prior to issuing specific bonds if the Constitution of the State of Colorado has not delegated the power to home rule cities to decide whether or not such an election should be required.

TOWN OF WELLINGTON BUDGET GUIDANCE

- **Limitation of Indebtedness:** The aggregate amount of bonds or other forms of indebtedness payable in whole or in part from the proceeds of ad valorem taxes, or to which the full faith and credit of the Town are pledged (excluding such debt relating to water and excluding securities issued under Section 23) shall not exceed ten percent of the assessed valuation of the taxable property within the Town, as shown in the most recent assessment for Town purposes.
- **Revenue Securities:** The Town may, by ordinance of the Town Board, without election may issue securities made payable solely from revenues derived from the operation of the project or capital improvement acquired or bettered with the securities' proceeds.
- **Local Improvements Bonds:** The Town may, by ordinance of the Town Board, contract for or construct local or special improvements within specified districts of the Town and determine the methods of specially assessing the cost of such improvements, unless the owners of a majority of the property of such district oppose the project, or alternatively, if the Board so provides by procedural ordinances, a majority of the owners of property in an assessments unit oppose the project to be constructed in such unit.
- **Long-Term Lease Agreement:** The Town Board may, by ordinance, enter into long term rental or leasehold agreements and may provide for payment thereof by general appropriation levy, by imposition of usage fees on such rental or leasehold property, or a combination of both general appropriation levy and imposition of usage fees. The obligation to pay such rental or leasehold costs shall not be construed to be a part of the Town's limitation on indebtedness.

Basis of Presentation, Budgeting, & Accounting

Basis of Presentation – Fund Accounting

The activities of the Town are organized into separate funds that are designated for a specific purpose or set of purposes. The Town uses these funds to maintain its financial records during the year. Each fund is considered a separate accounting entity, so the operations of each fund are accounted for with a set of self-balancing accounts that comprise its revenues, expenses, assets, liabilities, and fund equity as appropriate.

The number and variety of funds used by the Town promotes accountability but can also make municipal budgeting and finance complex. Therefore, understanding the fund structure is an important part of understanding the Town's finances. The two basic fund categories are Governmental Funds and Proprietary Funds; within each category there are various fund types. Following is a description of the seven fund types that contain the Town's various funds.

TOWN OF WELLINGTON BUDGET GUIDANCE

Governmental Funds

Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purpose for which they may or must be used. Fund liabilities are assigned to the fund from which they will be liquidated. The Town reports the difference between governmental fund assets and liabilities as fund balance.

General Fund

The General Fund is the Town's primary operating fund and is used to track revenues and expenditures associated with the basic Town services that are not required to be accounted for in other funds. This includes services such as law enforcement, public works, parks and recreation, and other support services such as finance. These services are funded by general purpose tax revenues and other revenues that are unrestricted. This means that the Town Board, with input from the public, has the ability to distribute the funds in a way that best meets the needs of the community as opposed to other funds that are restricted to predefined uses.

Special Revenue Funds

Special Revenue funds account for activities supported by revenues that are received or set aside for a specific purpose that are legally restricted. The Town has three Special Revenue funds: Street Fund, Park Fund and Conservation Trust Fund.

Proprietary Funds

Proprietary fund reporting focuses on the determination of operating income, changes in net assets, financial position and cash flows. The proprietary funds are classified as enterprise funds and internal service funds.

Enterprise Funds

Enterprise funds account for operations that are financed and operated in a manner similar to private business, where the intent of the Town is that the fund will be self-supporting. This requires that the expense of providing goods and services to the general public on a continuing basis be financed and recovered primarily through user charges. In the event that these user charges are insufficient to cover the operations of the Enterprise fund, transfers can be made from other fund types to provide additional support. The Town's Enterprise funds consist of Utility Funds: Water, Sewer and Storm Drainage.

Basis of Budgeting

Basis of budgeting refers to the methodology used to include revenues and expenditures in the budget. The Town of Wellington primarily budgets on a cash basis. The revenues and expenditures assumed to be collected or spent during the period appropriated. Using this

TOWN OF WELLINGTON BUDGET GUIDANCE

assumption, the current year revenues are compared to expenditures to ensure that each fund has sufficient revenues to cover expenditures during the budget year, or that there are sufficient cash reserves in the fund to cover the revenue shortfall.

Basis of Accounting

Basis of accounting refers to the point at which revenues or expenditures are recognized in the accounts and reported in the financial statements. The government-wide financial statements, as well as the financial statements for proprietary funds and fiduciary funds, are reported using the economic resource measurement focus and the accrual basis of accounting. Under accrual basis of accounting, revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of when the cash is received.

Governmental fund financial statements are reported using current financial resources measurement focus and the modified accrual basis of accounting. Under modified accrual basis of accounting, revenues are recognized as soon as they become both measurable and available, and expenditures are recorded in the periods that the expenditure occurs and becomes a liability.

Basis of Budgeting vs. Basis of Accounting

The basis of budgeting differs from the basis of accounting only by the assumptions that are made in regard to the timing of the recognition of revenues and expenditures. The budget assumes that all revenues and expenditures, as well as the associated cash, will be expended or received during the budget period. Conversely, the basis of accounting only recognizes revenues when they become both measurable and available, and expenditures incurred. Cash is not necessarily received or expended at the same time.

Budgetary Information

The governmental fund budgets are adopted on a basis consistent with GAAP. Adopted budgets for enterprise and internal service funds are presented on a non-GAAP basis. The nature and amount of the adjustments necessary to convert the actual GAAP data to the budgetary basis is as follows:

Formal budgetary integration is employed as a management control device during the year for the general fund, all special revenue funds, the capital projects fund and all proprietary fund types. Budgetary control for funds not formally budgeted is alternatively achieved through financial management plans or as the result of established ordinances.

The level of control (the level at which expenditures may not exceed appropriations) for each adopted annual operating budget generally is the department level within each individual fund. Any change in total to a fund or departmental appropriation within a fund requires Town Board approval.

TOWN OF WELLINGTON BUDGET GUIDANCE

The Town Board must adopt a balanced budget. The definition of a balanced budget is a budget that is not in excess of the amount that actual revenues exceed budgeted revenues and un-appropriated surplus for that fund. All unexpended annual operating appropriations lapse at year-end.

Annual Budget Procedure

The budget procedure begins with the finance department distributing budget packets to the Department Directors. The budget packets include instructions for the upcoming budget, personnel schedules, previous 3 years actual expenditures, and current year's operating expenditures for the year elapsed to date. The Department Directors, with guidance from finance, prepare and submit their operating and capital requests. The Finance department also prepares budget packets for outside agencies.

In September, the preliminary budget for the fiscal year commencing the following January 1st is submitted by the Town Administrator to the Town Board. The preliminary budget must be balanced: the means of financing expenditures must be equal to or greater than expenditures. Surplus fund and fund balance are considered a financing source.

During October and November, the Board holds budget meetings with Elected Officials, Department Directors, and other staff managers to discuss budget recommendations and performance measures. A public hearing is held to allow for input from the citizens. Prior to December 15, Finance staff finalizes a balanced budget pursuant to Board direction. The budget is adopted, funding is appropriated, and the mill levies are certified.

The appropriated budget is prepared by fund, cost center and department. Spending authorities may make transfers within a cost center with Finance and Town Administrator approval. Transfers or appropriations between spending agencies within a fund and between funds are made at the Board level. The legal level of budgetary control is at the fund level. Finance staff prepares the published budget document. The budget document comprehensively covers the financial plan for the year and serves as an operations guide and communications tool. The budget document provides fiscal information for the past two years, as well as a description of each cost centers mission. It contains summaries and detailed fund budgets including a schedule of the approved staffing levels and the capital expenditure plan. The five-year capital expenditure budget and plan is presented with the amounts for the 2020 budget legally appropriated funds. The years 2021-2024 are presented as a plan and represent no legal spending authority of any Town office or department.

Budget supplements which will increase a fund's adopted budget, such as to expend unanticipated revenues or to transfer appropriated monies to another fund, requires Board approval at a duly noticed public meeting.

REVENUE COMPARISON

Summary of Revenues & Expenditures

Revenues

	2018 Actual	2019 YTD	2019 Budgeted	2020 Budgeted
Revenues:				
General Fund	3,517,733	3,635,651	3,671,041	4,422,831
Streets Fund	1,614,711	1,788,656	1,408,063	2,003,011
Water Fund	5,174,126	4,923,009	7,549,079	7,020,622
Waste Water Fund	3,445	2,410,904	3,300,000	3,434,775
Drainage Fund	770,912	720,769	774,290	845,584
Parks Fund	1,428,610	1,771,826	1,726,747	1,681,636
Conservation Trust Fund	85,384	96,453	80,400	101,500
Library Trust Fund	39,000	42,250	50,000	44,000
Total Revenues	12,633,920	15,389,518	18,559,620	19,553,959
Transfers				
Capital Projects Fund			21,481,517	23,041,813
General Fund			2,086,291	2,421,172
Total Transfers			23,567,808	25,462,985
Grants				9,000
Loan Proceeds				
Water Treatment Plan Loan			10,290,000	13,730,780
Total Revenue All Funds	\$ 12,633,919.52	\$ 15,389,517.84	\$ 52,417,428.00	\$ 58,756,723.82

Expenditures

	2018 Actual	2019 YTD	2019 Budgeted	2020 Budgeted
Expenditures:				
General Fund	3,947,539	4,218,949	5,502,297	6,072,604
Streets Fund	231,673	268,175	299,650	337,842
Water Fund	1,891,370	3,028,061	2,294,806	3,850,050
Waste Water Fund	525,096	997,361	1,209,884	1,320,211
Drainage Fund	344,308	133,572	480,679	414,446
Parks Fund	840,238	782,926	1,058,444	1,284,139
Conservation Trust Fund	-	200,000	200,000	-
Library Trust Fund	-	-	17,000	-
Capital Projects Fund			21,481,517	23,050,813
Total Expenditures	7,780,225	9,629,044	32,544,277	36,330,105
Transfers Out - General Fund				
Streets Fund			549,862	506,938
Water Fund			706,970	908,674
Waste Water Fund			466,512	553,319
Drainage Fund			91,804	118,080
Parks Fund			271,143	334,162
Total Transfer to General Fund			2,086,291	2,421,172
Transfer Out - Capital Projects				
General Fund			394,127	1,541,000
Streets Fund			1,046,951	1,064,189
Water Fund			17,568,422	18,523,008
Waste Water Fund			1,106,605	1,367,236
Drainage Fund			190,200	213,380
Parks Fund			1,175,212	333,000
Total Transfer to Capital Projects			21,481,517	23,041,813
Total Expenditures All Funds	\$ 7,780,224.63	\$ 9,629,044.00	\$ 56,112,084.86	\$ 61,793,090.21

GENERAL FUND

Legislative	94,145
Judicial	41,479
Administrator	343,720
Finance	733,127
Customer Service	166,277
Human Resources	209,018
Information Technology	172,200
Planning and Zoning	799,614
Law Enforcement	1,351,314
Protective Inspections	91,503
Public Works	1,422,691
Cemetery	22,500
Gen Use Bldgs & Com Center	68,857
Community Activities	90,910
Economic Development	261,910
Library	203,340
Operations Total	6,072,604
Capital Outlay	1,541,000
Total	7,613,604
Revenue	4,422,831
Gain (Loss)	(3,190,773)
Transfers In	2,421,172
Amount Available	(769,601)
Ending Fund Balance	5,442,110
Minimum Fund Balance By Policy	1,459,534

STREET FUND

Operation Expense	337,842
Operating Revenue	1,560,571
Operating Gain (Loss)	1,222,729
Capital	1,064,189
Impact Fees	442,440
Transfer Out	506,938
Amount Available	94,042
Ending Fund Balance	1,057,239
Minimum Fund Balance By Policy	645,727

WATER FUND

Operation Expense	2,226,170
Operating Revenue	2,554,021
Operating Gain (Loss)	327,851
Capital	18,523,008
Impact Fees	4,466,601
Transfer Out	908,674
Debt Service	1,623,879
Debt Proceeds	13,730,780
Amount Available	(2,530,330)
Ending Fund Balance	4,548,071
Minimum Fund Balance By Policy	4,473,379

WASTEWATER FUND

Operation Expense	783,772
Operating Revenue	1,490,775
Operating Gain (Loss)	707,003
Capital	1,367,236
Impact Fees	1,944,000
Transfer Out	553,319
Debt Service	536,439
Amount Available	194,009
Ending Fund Balance	9,854,736
Minimum Fund Balance By Policy	2,410,503

DRAINAGE FUND

Operation Expense	414,446
Operating Revenue	627,856
Operating Gain (Loss)	213,410
Capital	213,380
Impact Fees	217,728
Transfer Out	118,080
Debt Service	-
Amount Available	99,678
Ending Fund Balance	1095910
Minimum Fund Balance By Policy	233,373

PARK FUND

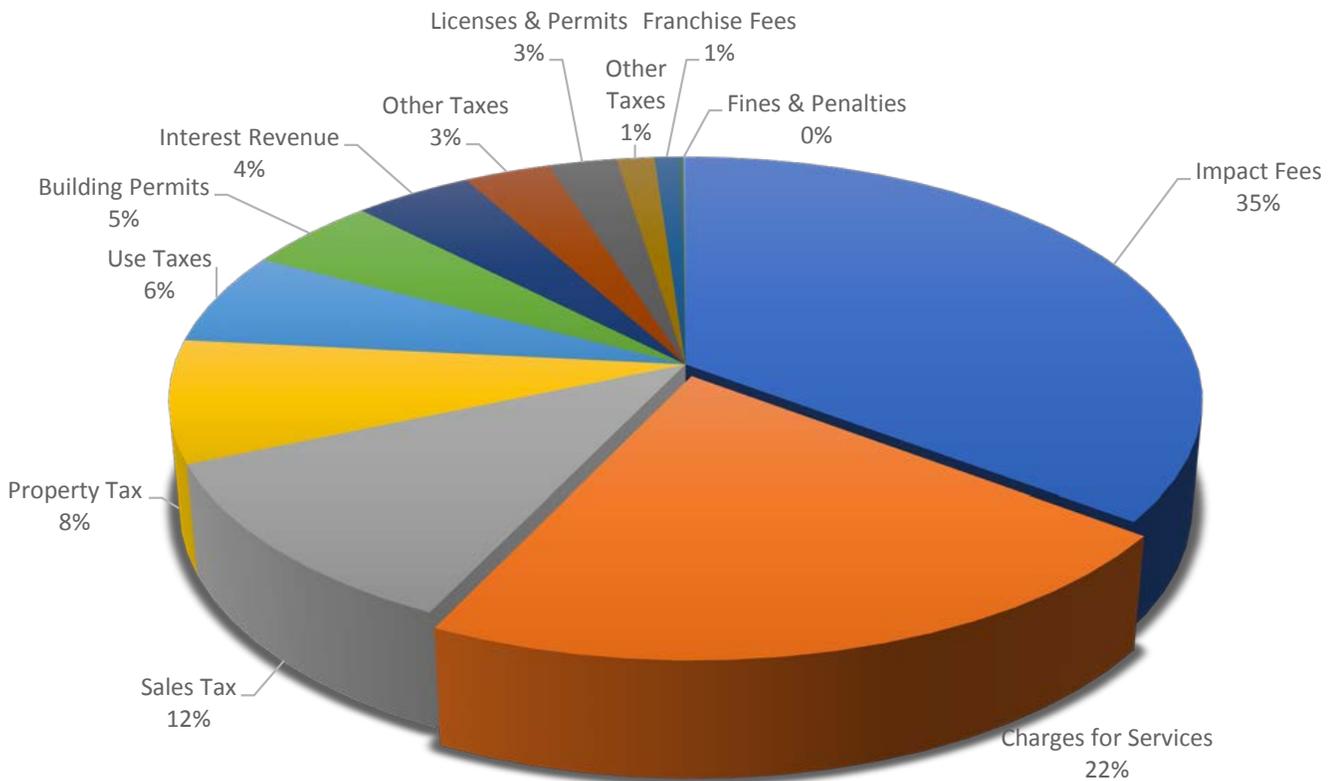
Operation Expense	1,014,679
Operating Revenue	1,319,296
Operating Gain (Loss)	304,617
Capital	333,000
Impact Fees	362,340
Transfer Out	334,162
Debt Service	269,460
Amount Available	(269,665)
Ending Fund Balance	1,354,080
Minimum Fund Balance By Policy	517,140

REVENUE OVERVIEW

This section of the budget provides information on the Town’s major revenues received from outside sources.

Below is a graph depicting all revenue sources for the 2020 budget year. The largest piece of the pie for all funds is the Impact Fees category, followed by Charges for Services, Sales Tax and Property Tax.

Where It Comes From - Revenues All Funds



- Impact Fees
- Charges for Services
- Sales Tax
- Property Tax
- Use Taxes
- Building Permits
- Interest Revenue
- Other Taxes
- Licenses & Permits
- Other Taxes
- Franchise Fees
- Miscellaneous
- Fines & Penalties

SALES TAX REVENUE

Source

The Town of Wellington sales tax rate for Town operations is 3%. Sales tax is imposed on retail purchases included food.

Collection

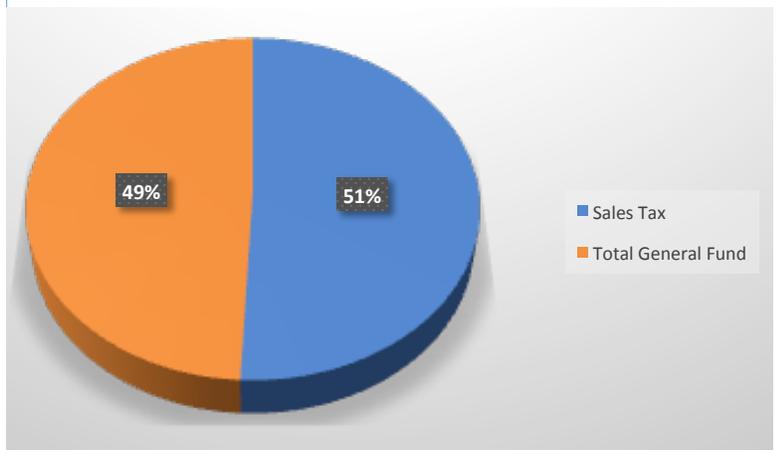
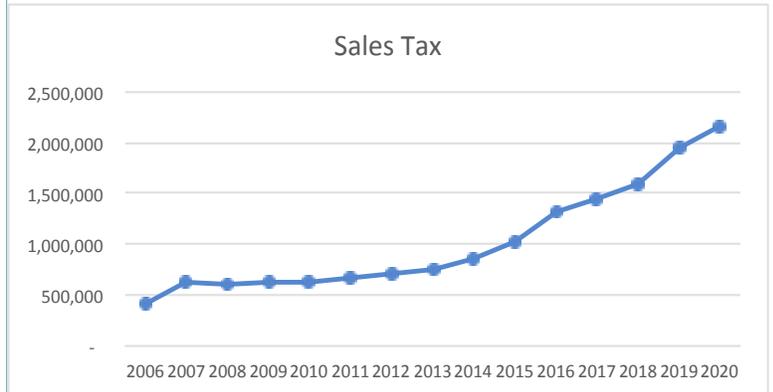
As a statutory town, sales tax generated in Wellington is collected by the Colorado Department of Revenue (CDOR) and are paid to the Town monthly. Businesses remit taxes due to the CDOR on a monthly, quarterly or annual basis.

Rationale

Sales tax projections are based on trend analysis and more specific information on businesses in the community that will begin or cease generation sales tax in the upcoming year. A recent trend benefiting sales tax collections for the Town is the taxation of on-line sales. E-commerce sales tax represented 6% of total sales tax revenue and was the fourth largest vendor category for the latest tax collection for the Town.

SALES TAX

\$2,160,588



BUILDING USE TAX

Source

The Town of Wellington Use Tax rate for Town operations is 3%. Use tax is collected on the purchase of building materials in other jurisdictions that are used in the Town of Wellington. This revenue source is shared between the General Fund and Parks Fund on a basis of 2/3 and 1/3 respectively. The line graph to the right depicts the total revenue and the pie chart displays the General Fund share.

Collection

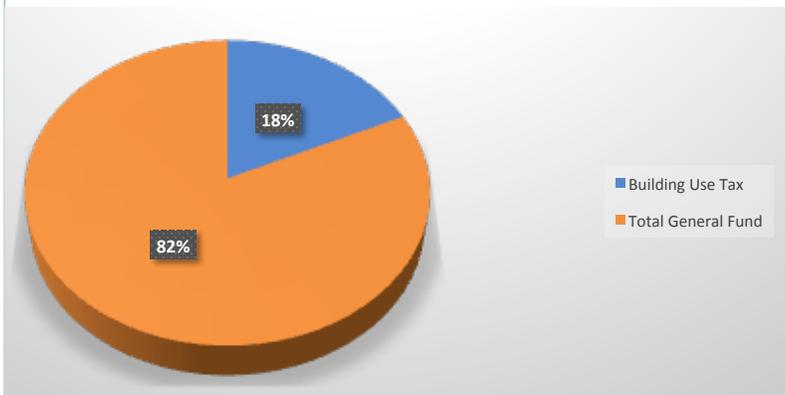
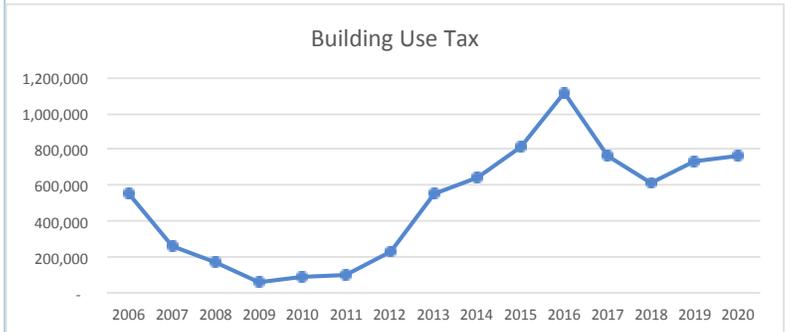
Building use tax is assessed at 3% of 50% of the estimated value of the construction project. Construction labor is not subject to use tax, and the Town of Wellington estimates that 50% of the building permit value is related to taxable materials, equipment, appliances, etc. Building use tax is estimated and collected by the Building Department at the time a building permit is obtained.

Rationale

Use tax projections are based on trend analysis and more specific information on residential and commercial developments that will be issued building permits in the upcoming year.

BUILDING USE TAX

\$766,667



ELECTRIC FRANCHISE FEE

Source

The Town of Wellington Electric Franchise Fee rate for Town operations is 3% on all revenues from the sale of electricity in exchange for the nonexclusive right to furnish, sell and distribute electricity to the residents and businesses in Wellington.

Collection

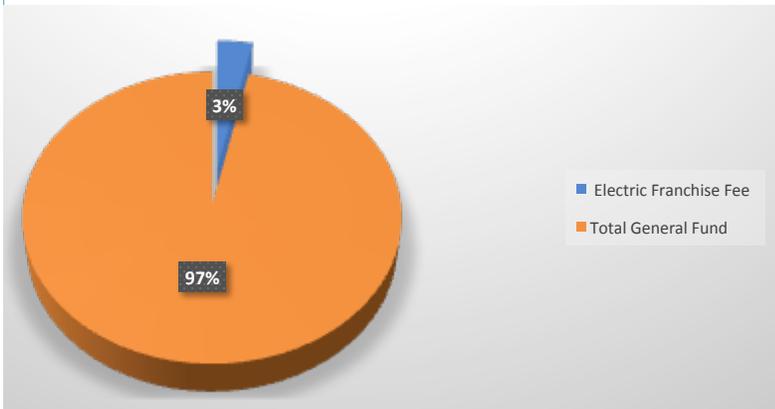
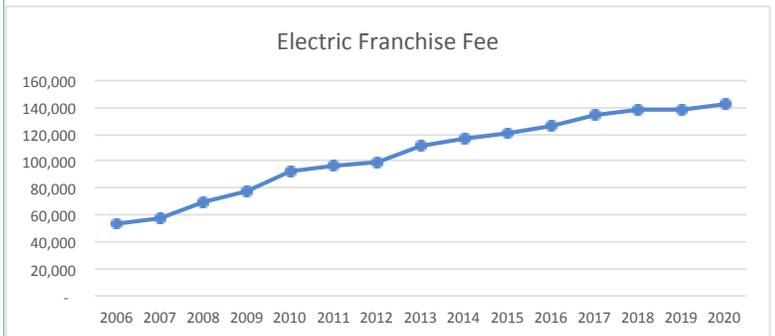
Franchise fees are paid in monthly installments not more than 30 days following the close of the month for which payment is to be made.

Rationale

The fee grants a nonexclusive right to acquire, construct, install, locate, maintain, operate within the Town all facilities necessary to furnish, sell and distribute electricity within the Town.

ELECTRIC FRANCHISE

\$142,488



STREETS OPERATING REVENUE

Source

The Town of Wellington operates a Streets Fund to maintain and reconstruct streets within the Town.

Collection

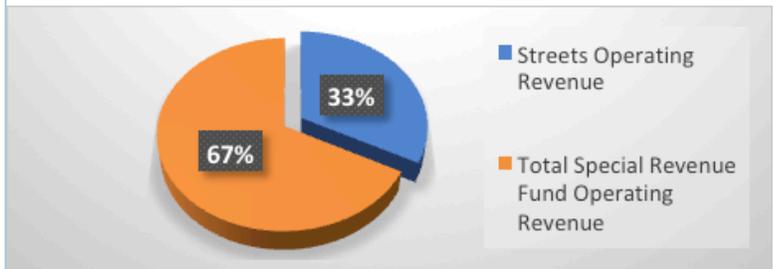
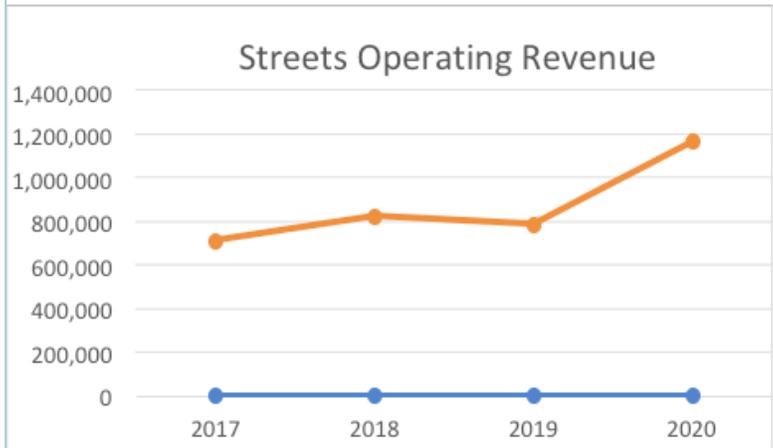
Operating revenues include one-half of one percent of retail sales tax revenue, motor vehicle use tax, registration tax and specific ownership tax, and county road & bridge tax.

Rationale

The Streets Fund is a special revenue fund that collects revenues to offset the cost of the repair and construction of streets within the Town.

STREETS FUND

\$1,172,768



WATER OPERATING REVENUE

Source

The Town of Wellington provides water to residential and commercial customers. The Town's water meters are read monthly and the customers are charged for a minimum base rate and additional metered usage.

Collection

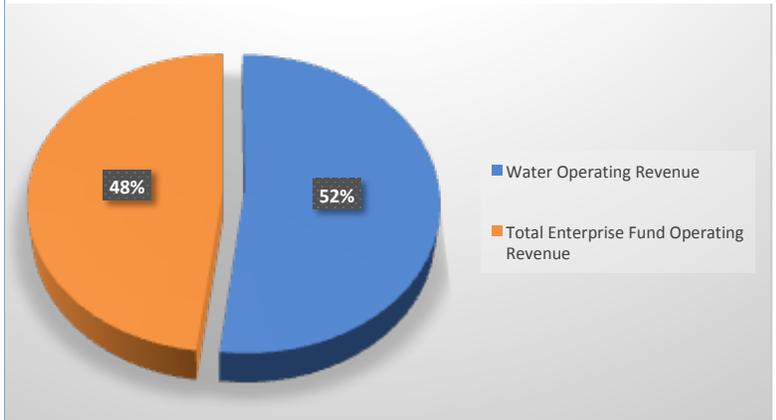
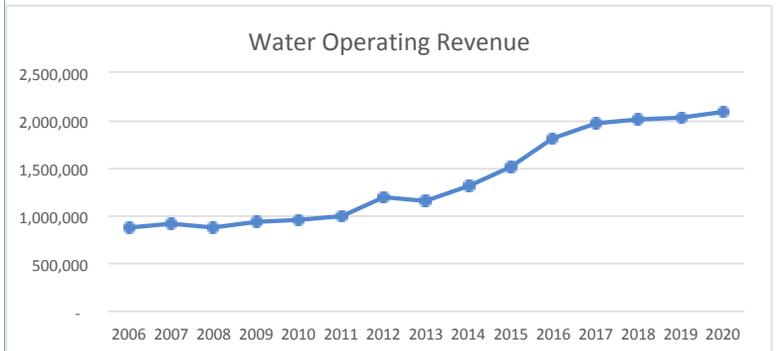
Bills are issued on a monthly basis. Customers are offered the options to pay bills at the Town Hall, through the mail, internet or telephone.

Rationale

The Water Fund is an enterprise fund that collects revenues to offset the cost of purchasing, treating and conveying water to the residents and businesses in the Town of Wellington.

WATER FUND

\$2,096,381



SEWER OPERATING REVENUE

Source

The Town of Wellington removes and treats wastewater produced by residential and commercial customers. The sewer rate charged is based on individual water customer consumption based on an average of winter month consumption to adjust for irrigation water usage that does not require treatment.

Collection

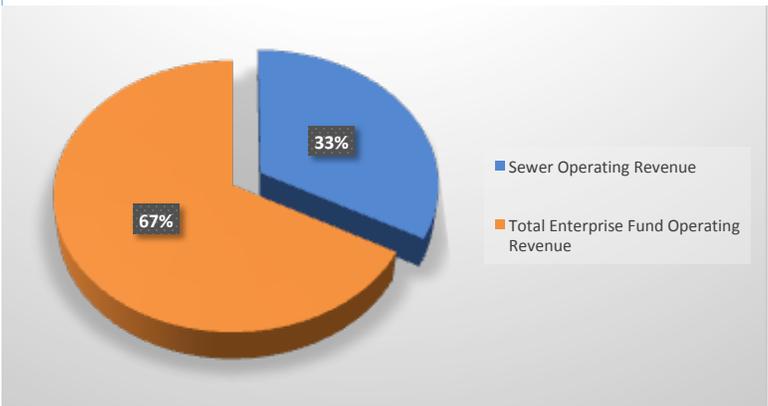
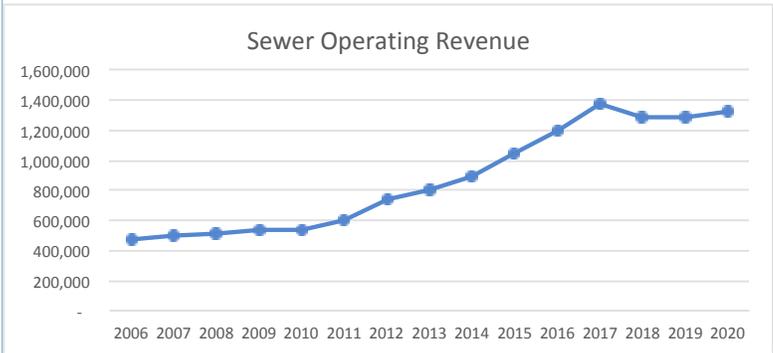
Bills are issued on a monthly basis. Customers are offered the options to pay bills at Town Hall, through the mail, internet or telephone.

Rationale

The Sewer Fund is an enterprise fund that collects revenues to offset the cost of purchasing, treating and conveying water to the residents and businesses in the Town of Wellington.

SEWER FUND

\$1,327,389



DRAINAGE OPERATING REVENUE

Source

The Town of Wellington operates a storm drainage utility to reduce flood risks that may impact public safety and loss or damage to property and to prevent polluted stormwater from flowing directly into waterways.

Collection

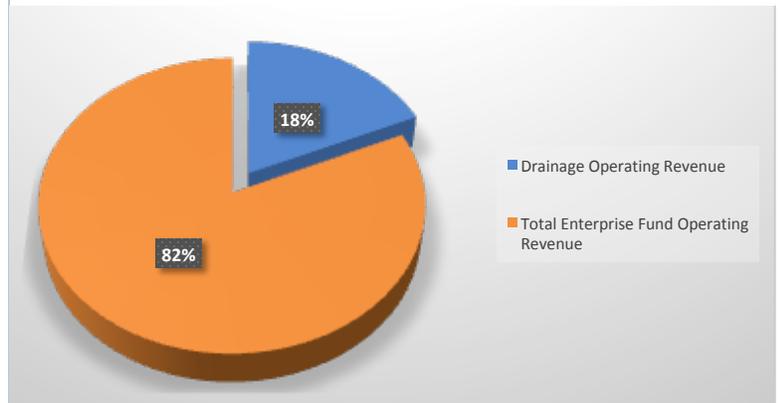
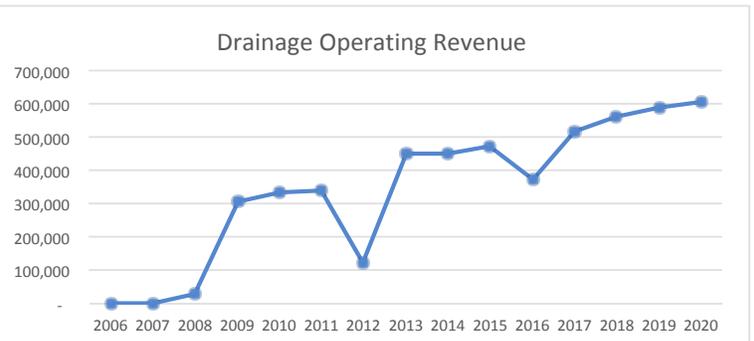
Bills are issued on a monthly basis. Residential customers are charged \$5.00 for the Town of Wellington and \$6.33 for a regional stormwater authority. Commercial customers are charged \$9.25 and an additional fee that is calculated on the amount of impervious surface area on the commercial property.

Rationale

The Drainage Fund is an enterprise fund that collects revenues to offset the cost of the cost of the capital drainage improvement system and the cleaning and maintenance of drainage structures.

DRAINAGE FUND

\$606,672



PARKS OPERATING REVENUE

Source

The Town of Wellington operates the Parks Fund which maintains the 135 acres of greenspace and seven public parks within the Town. The fund also provides a variety of recreation programs for Town residents.

Collection

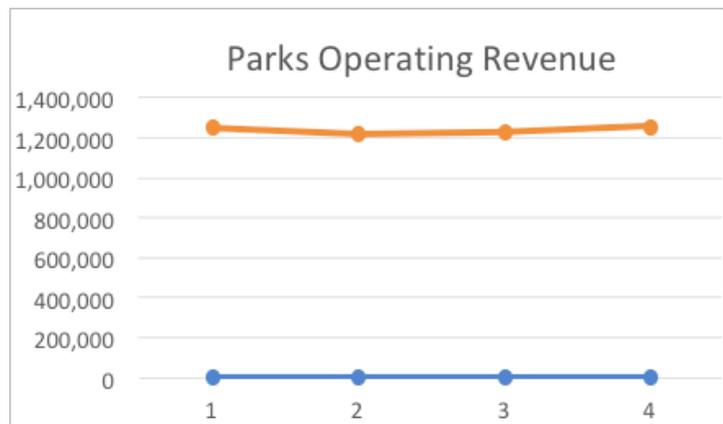
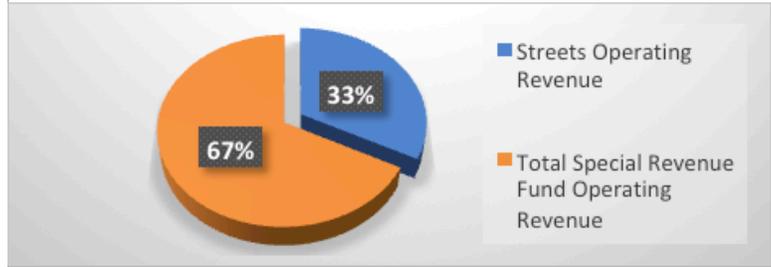
Operating revenues include one-half of on percent of retail sales tax revenue, one-third of building use tax, open space sales tax, recreation program fees and investment earnings.

Rationale

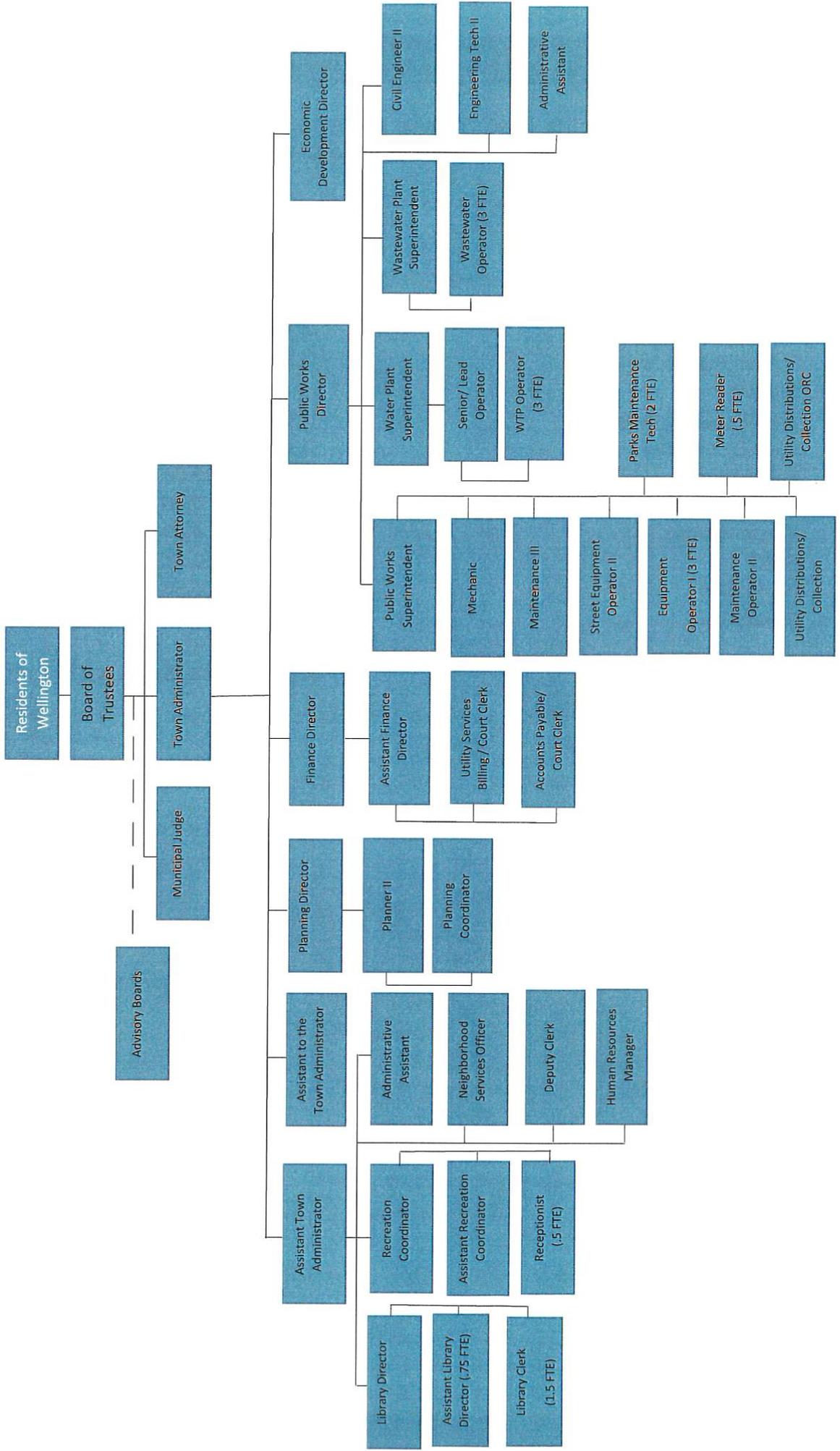
The Parks Fund is a special revenue fund that collects revenues to offset the cost of the cost of maintaining and operation parks and conduction recreation programs.

PARKS FUND

\$ 1,255,886



ORGANIZATIONAL CHART



COMPARATIVE STAFFING LEVELS

The following Table Details the Town's regular positions. Temporary, seasonal workers, and provisional employees are employed as needed and are not reflected below.

	<u>2018</u>	<u>2019</u>	<u>2020</u>
Administrator	2.00	2.00	2.00
Customer Service	2.00	2.00	2.00
Economic Development	-	1.00	1.00
Finance	4.25	4.25	5.25
Human Resources	1.00	1.00	1.00
Judicial	-	0.25	0.25
Planning and Zoning	2.00	2.00	3.00
Code Enforcement	1.00	1.00	1.00
Public Works	10.00	13.00	14.00
Water	5.00	5.00	5.00
Waste Water	3.00	4.00	4.00
Parks	1.00	2.00	2.00
Recreation	2.50	2.50	2.50
Library	3.25	3.25	3.25
Total	37.00	43.25	46.25

DETAILED COMPARATIVE STAFFING LEVELS

The following Table Details the Town's regular positions. Temporary, seasonal workers, and provisional employees are employed as needed and are not reflected below.

	<u>2018</u>	<u>2019</u>	<u>2020</u>
Town Administrator	1.00	1.00	1.00
Assistant Town Administrator	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
Deputy Clerk	1.00	1.00	1.00
Economic Development Manager	-	1.00	1.00
Finance Director	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00
Accounts Payable Clerk	0.75	0.75	0.75
Utility Services	1.00	1.00	1.00
Meter Reader/Locator Inspector	0.50	0.50	0.50
Purchasing/Grant Assistant	-	-	1.00
Human Resource Manager	1.00	1.00	1.00
Court Clerk	-	0.25	0.25
Planning Director	1.00	1.00	1.00
Planning Coordinator	1.00	1.00	1.00
Planner II	-	-	1.00
Neighborhood Services Officer	1.00	1.00	1.00
Director of Public Works	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
Engineering Technician II	1.00	1.00	1.00
Civil Engineer II	-	1.00	1.00
Public Works Superintendent	1.00	1.00	1.00
Mechanic	1.00	1.00	1.00
Maintenance III	1.00	1.00	1.00
Street Equipment Operator II	-	1.00	1.00
Equipment Operator I	1.00	1.00	1.00
Equipment Operator I	-	1.00	1.00
Maintenance I	1.00	1.00	1.00
Maintenance Operator II	1.00	1.00	1.00
Utility Distribution Collection	1.00	1.00	1.00
Distribution Collection ORC	-	-	1.00
Water Plant Superintendent	1.00	1.00	1.00
Senior Water Operator	1.00	1.00	1.00
Water Plant Operator I	1.00	1.00	1.00
Water Plant Operator I	1.00	1.00	1.00
Water Plant Operator I	1.00	1.00	1.00
Waste Water Superintendent	1.00	1.00	1.00
Waste Water Operator I	1.00	1.00	1.00
Waste Water Operator I	1.00	1.00	1.00
Waste Water Operator I	-	1.00	1.00
Park Maintenance	1.00	1.00	1.00
Park Maintenance Technician	-	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00
Assistant Coordinator	1.00	1.00	1.00
Receptionist	0.50	0.50	0.50
Library Director	1.00	1.00	1.00
Assistant Library Director	0.75	0.75	0.75
Library Clerk	0.50	0.50	0.50
Library Clerk	0.50	0.50	0.50
Library Clerk	0.50	0.50	0.50
Total	37.00	43.25	46.25

LEGISLATIVE BOARD

The Board of Trustees acts as the governing body and legislative branch for the Town of Wellington's government and develops public policy consistent with the needs of the community by way of enacting ordinances, formal motions, and resolutions which provide direction to the Town Administrator.

2020 is the first Town mail ballot election. The cost is \$2.93 per voter; Wellington has around 7,000 registered voters.

Included \$10,00 for Board Priority; which will include outside agency request received throughout the year.

Added \$3,000 under miscellaneous for board outreach activities such as the ice cream social on the 4th of July or Board of Trustee Listening Session.

Expenditures	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Compensation & Benefits	11,731	11,659	-0.6%
Materials & Supplies	-	20,500	0.0%
Operations & Maintenance	52,825	61,986	17.3%
Total	64,556	94,145	45.8%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Mayor	1	1	1
Council	6	6	6
Total	7	7	7

LEGISLATIVE BUDGET SUMMARY | Expenditures

FUND/DIVISION - 11		2018 ACTUAL	2019 PROJECTED	2019 BUDGETED	2020 BUDGETED
Compensation & Benefits					
201-11-5102	Benefits	555	931	931	859
201-11-5107	Elected Official Compensation	10,700	10,800	10,800	10,800
		11,255	11,731	11,731	11,659
Materials & Supplies					
201-11-5414	Election Expense	6,724	-	-	20,500
		6,724	-	-	20,500
Operations & Maintenance					
201-11-5331	Publishing & Legal Notice	-	561	-	1,486
201-11-5335	Dues & Subscriptions	2,100	1,200	4,625	2,500
201-11-5352	Municipal Legal Services	24,575	18,000	35,000	35,000
201-11-5380	Travel & Training	7,155	4,000	12,200	10,000
201-11-5950	Board Outreach	-	-	-	3,000
201-11-5951	Board Discretionary Fund	-	-	-	10,000
201-11-5495	Miscellaneous	4,701	600	1,000	-
201-11-5530	Code Review & Update	15,516	2,500	-	-
		54,045	26,861	52,825	61,986
TOTAL EXPENDITURES		72,024	38,592	64,556	94,145

JUDICIAL

The Municipal Court maintains files on all citations issued by the Larimer County Sheriff Department and Code Enforcement for violations of municipal law; hears all cases involving said violations and reports all applicable convictions to the Department of Motor Vehicle's Licensing Bureau. Records are maintained in such a manner to assure that all sentences are processed in a legal and timely manner according to state law.

	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Expenditures			
Compensation & Benefits	11,759	8,379	-28.7%
Materials & Supplies	-	2,500	0.0%
Operations & Maintenance	27,500	30,600	11.3%
Total	39,259	41,479	5.7%

	2018 Budgeted	2019 Budgeted	2020 Proposed
Authorized Personnel FTE			
Court Clerk	0.25	0.25	0.25
Total	0.25	0.25	0.25

JUDICIAL BUDGET SUMMARY | Expenditures

FUND/DIVISION - 12		2018 ACTUAL	2019 PROJECTED	2019 BUDGETED	2020 BUDGETED
Compensation & Benefits					
201-12-5100	Wages & Salaries	-	6,155	9,609	5,472
201-12-5102	Benefits	-	2,542	2,150	2,907
		-	8,697	11,759	8,379
Materials & Supplies					
201-12-5214	Office Supplies	-	-	-	2,500
		-	-	-	2,500
Operations & Maintenance					
201-12-5109	Magistrate	4,200	9,000	9,000	9,000
201-12-5349	Court Clerk	1,200	-	-	-
201-12-5359	Prosecuting Attorney	13,559	7,000	15,000	15,000
201-12-5380	Travel & Training	22	600	2,000	3,600
201-12-5495	Miscellaneous	370	1,200	1,500	-
201-12-5498	Court Appointed Counsel	-	-	-	1,000
201-12-5499	Translator Fees	-	-	-	2,000
		19,351	17,800	27,500	30,600
TOTAL EXPENDITURES		19,351	26,497	39,259	41,479

GENERAL FUND - TRANSFER

	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Expenditures			
Compensation & Benefits	-	-	0.0%
Materials & Supplies	-	-	0.0%
Operations & Maintenance	-	-	0.0%
Transfer	-	1,541,000	0.0%
Total	-	1,541,000	0.0%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Total	-	-	-

GENERAL FUND TRANSFER SUMMARY | Expenditures

FUND/DIVISION - 56	2018 ACTUAL	2019 PROJECTED	2019 BUDGETED	2020 BUDGETED
Compensation & Benefits				
Materials & Supplies	-	-	-	-
Operations & Maintenance	-	-	-	-
Transfer 201-56-5001				
Transfer to Capital Projects Fund	-	-	-	1,541,000
	-	-	-	1,541,000
TOTAL EXPENDITURES	-	-	-	1,541,000

ADMINISTRATION

The Town Administrator is appointed by the Board of Trustees and serves as the chief administrative officer of the organization. The Town Administrator's Office is responsible for providing direction on day-to-day operations, overseeing and implementing organizational policies, laws and Town ordinances, providing the Board of Trustees support, implementing organizational goals, appointing department directors and the development and submission of the annual budget to the Board of Trustees.

Unanticipated issues arise throughout the year that may require technical assistance from an outside consultant. To allow the board flexibility to address issues throughout the year, staff budgeted \$35,000 under Professional Services.

Expenditures	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Compensation & Benefits	244,757	267,020	9.1%
Materials & Supplies	-	-	0.0%
Operations & Maintenance	53,790	76,700	42.6%
Total	298,547	343,720	15.1%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Town Administrator	1	1	1
Assistant Town Administrator	1	1	1
Total	2	2	2

ADMINISTRATION BUDGET SUMMARY | Expenditures

FUND/DIVISION - 13		2018 ACTUAL	2019 PROJECTED	2019 BUDGETED	2020 BUDGETED
Compensation & Benefits					
201-13-5100	Wages & Salaries	162,903	201,122	199,974	221,328
201-13-5102	Benefits	37,132	33,271	44,783	45,692
		200,035	234,393	244,757	267,020
Materials & Supplies					
		-	-	-	-
Operations & Maintenance					
201-13-5331	Publishing & Legal Notices	342	1,000	3,790	2,200
201-13-5335	Dues & Subscription	6,284	13,000	3,500	8,000
201-13-5336	Public Relations	402	750	5,000	-
201-13-5348	Legal/Eng.-Water Rights Issues	-	-	-	-
201-13-5352	Legal Services	11,451	42,828	41,500	25,000
201-13-5356	Professional Fees	11,462	10,000	-	35,000
201-13-5381	Mileage Reimbursement	-	800	-	1,500
201-13-5496	Community Relations	870	750	-	5,000
		30,811	69,128	53,790	76,700
TOTAL EXPENDITURES		230,846	303,521	298,547	343,720

FINANCE

The Finance Department manages and accounts for the Town's financial resources. This department prepares and monitors the annual budget, invests Town funds to protect assets, maintains fiscal liquidity and maximizes income in compliance with all governing financial and accounting laws.

Compensation increased as a result of additional position to coordinate grants, procurement and federal fund compliance to enhance grant revenue and increase savings and efficiencies in purchasing for the Town.

Materials and Supplies growth is caused by the printing services expense. In the prior year, utility bill printing and mailing was outsourced midway through the year and the upcoming budget reflects a full year.

Expenditures	Adopted	FY 2019 Budget	FY 2020 Adopted Budget	Percentage Change
Compensation & Benefits		364,940	460,934	26.3%
Materials & Supplies		21,560	32,500	50.7%
Operations & Maintenance		280,900	239,693	-14.7%
Total		667,400	733,127	9.8%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Finance Director	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00
Accounts Payable Clerk	0.75	0.75	0.75
Utility Services	1.00	1.00	1.00
Purchasing/Grant Assistant	-	-	1.00
Total	3.75	3.75	4.75

FINANCE BUDGET SUMMARY | Expenditures

FUND/DIVISION - 14		2018 ACTUAL	2019 PROJECTED	2019 BUDGETED	2020 BUDGETED
Compensation & Benefits					
201-14-5100	Wages & Salaries	213,419	262,811	262,892	328,657
201-14-5102	Benefits	59,647	82,004	102,048	132,276
		<u>273,065</u>	<u>344,815</u>	<u>364,940</u>	<u>460,934</u>
Materials & Supplies					
201-14-5311	Postage	15,694	23,211	15,430	5,000
201-14-5321	Printing Services	331	400	6,130	27,500
		<u>16,025</u>	<u>23,611</u>	<u>21,560</u>	<u>32,500</u>
Operations & Maintenance					
201-14-5155	Road & Bridge Tax IGA	-	16,000	16,000	16,000
201-14-5510	Insurance and Bonds	115,769	130,000	123,700	134,833
201-14-5353	Accounting & Audit	18,923	19,640	24,400	24,400
201-14-5335	Dues and Subscriptions	-	-	-	3,000
201-14-5338	Bank Service Charge	918	-	-	1,000
201-14-5378	Office Space Rental	11,581	13,800	13,800	15,840
201-14-5380	Travel and Training	-	-	-	10,250
201-14-5381	Mileage Reimbursement	-	350	-	800
201-14-5560	County Treas. Fees	21,177	25,000	25,000	33,070
201-14-5640	Paying Agent Fee	500	500	500	500
201-14-5733	Traffic Signals	36,000	70,000	77,500	-
		<u>204,868</u>	<u>275,290</u>	<u>280,900</u>	<u>239,693</u>
TOTAL EXPENDITURES		<u><u>493,958</u></u>	<u><u>643,716</u></u>	<u><u>667,400</u></u>	<u><u>733,127</u></u>

CUSTOMER SERVICE

The Customer Service Department provides newcomers and longtime customers information to Town operations and services. The Deputy Town Clerk is the record keeper for the town and is responsible for elections, building permits, liquor licenses, and the municipal code.

	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Expenditures			
Compensation & Benefits	149,224	155,977	4.53%
Materials & Supplies	6,500	6,500	0.00%
Operations & Maintenance	3,500	3,800	8.57%
Total	159,224	166,277	4.43%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Administrative Assistant	1.00	1.00	1.00
Deputy Clerk	1.00	1.00	1.00
Total	2.00	2.00	2.00

CUSTOMER SERVICE BUDGET SUMMARY | Expenditures

FUND/DIVISION - 15		2018	2019	2019	2020
		ACTUAL	PROJECTED	BUDGETED	BUDGETED
Compensation & Benefits					
201-15-5100	Wages and Salaries	105,196	107,608	107,122	114,901
201-15-5102	Benefits	34,367	27,654	42,102	41,076
		<u>139,563</u>	<u>135,262</u>	<u>149,224</u>	<u>155,977</u>
Materials & Supplies					
201-15-5214	Office Supplies	5,554	6,000	6,000	6,000
201-15-5363	R&M Computer/Office Equip.	890	500	500	500
		<u>6,445</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>
Operations & Maintenance					
201-15-5331	Publishing & Legal Notices	-	200	-	-
201-15-5381	Mileage Reimbursement	-	-	-	300
201-15-5495	Miscellaneous	3,062	3,500	3,500	3,500
		<u>3,062</u>	<u>3,700</u>	<u>3,500</u>	<u>3,800</u>
TOTAL EXPENDITURES		<u><u>149,070</u></u>	<u><u>145,462</u></u>	<u><u>159,224</u></u>	<u><u>166,277</u></u>

HUMAN RESOURCES

The HR Manager is responsible for employee compensation and benefits administration; recruitment and; employee relations, training and development of staff; personnel policy development and interpretation.

Employee Compensation Studies are typically completed every 2-3 years in the public sector. To date, Wellington has not completed an Employee Compensation Study in the past 10+ years.

Money is budgeted under Professional Fees to conduct a study in 2020.

Staff would like to create an Employee Recognition Program in 2020. An additional \$1,000 is budgeted to launch the program.

	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Expenditures			
Compensation & Benefits	87,882	96,379	9.7%
Materials & Supplies	-	-	0.0%
Operations & Maintenance	69,739	112,639	61.5%
Total	157,621	209,018	32.6%

	2018 Budgeted	2019 Budgeted	2020 Proposed
Authorized Personnel FTE			
Human Resources Manager	1.00	1.00	1.00
Total	1.00	1.00	1.00

HUMAN RESOURCES BUDGET SUMMARY | Expenditures

FUND/DIVISION - 16		2018	2019	2019	2020
		ACTUAL	PROJECTED	BUDGETED	BUDGETED
Compensation & Benefits					
201-16-5100	Wages & Salaries	34,592	44,114	58,059	71,647
201-16-5102	Benefits	11,817	16,891	29,823	24,732
		46,409	61,005	87,882	96,379
Materials & Supplies					
		-	-	-	-
Operations & Maintenance					
201-16-5226	Executive Search	11,426	2,500	1,500	10,900
201-16-5356	Professional Fees	-	-	-	25,000
201-16-5380	Travel & Training	11,637	42,557	65,239	65,239
201-16-5580	Employee Drug Testing	1,672	2,000	2,000	2,000
201-16-5381	Mileage Reimbursement	-	-	-	-
201-16-5582	Employee Wellness/Recognition	63	924	1,000	5,000
201-16-5583	Background Check	435	1,004	-	700
201-16-5948	Employee Apparel	-	2,400	-	3,000
201-16-5949	Employee Advertising	-	1,129	-	800
		25,234	52,515	69,739	112,639
TOTAL EXPENDITURES		71,643	113,520	157,621	209,018

INFORMATION SERVICES

The Town of Wellington contracts out Information Systems services to an outside company. Through our contract, they support Town staff with IT Help Desk support, manage hardware and software needs for all departments, and maintain the security network environment.

The Town of Wellington contracts out Information System services to a third party vendor.

Expenditures	Adopted	FY 2019 Budget	FY 2020 Adopted Budget	Percentage Change
Compensation & Benefits		-	-	0.0%
Materials & Supplies		61,500	125,000	103.3%
Operations & Maintenance		53,250	47,200	-11.4%
Total		114,750	172,200	50.1%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Total	-	-	-

INFORMATION SERVICES BUDGET SUMMARY | Expenditures

FUND/DIVISION - 17		2018	2019	2019	2020
		ACTUAL	PROJECTED	BUDGETED	BUDGETED
Compensation & Benefits					
201-17-5100	Wages	-	-	-	-
201-17-5102	Benefits	-	-	-	-
		-	-	-	-
Materials & Supplies					
201-17-5579	Software License/Support	38,418	60,000	61,500	125,000
		38,418	60,000	61,500	125,000
Operations & Maintenance					
201-17-5345	Telephone Services	29,635	25,000	22,400	23,000
201-17-5585	Website Maintenance	6,919	15,078	15,000	10,000
201-17-5382	Network Administration	3,225	4,800	1,200	5,000
201-17-5384	Internet Service	2,879	3,155	5,200	5,200
201-17-5386	E-Mail Services	7,975	11,798	5,450	-
201-17-5947	Copier Expense	3,943	1,850	4,000	4,000
		54,577	61,681	53,250	47,200
TOTAL EXPENDITURES		92,994	121,681	114,750	172,200

PLANNING & ZONING

The Planning and Development Department promotes healthy and sustainable growth by providing for the orderly growth of the community and the businesses within it. The department includes the Town Planner and Development Coordinator and provides oversight for contractual services for building plan review and inspections.

The Department is responsible for regulatory review of zoning and subdivision of land to assure compliance with the Town's Comprehensive Plan. Staff assist residents, property owners, businesses, and developers in understanding and applying the Town's plans and regulations. The department also facilitates meetings for the Planning Commission and Board of Adjustments; and provides professional expertise to other advisory boards and the Board of Trustees.

Activities include long-range and current planning, implementation of Wellington's Comprehensive Plan, site plan review and zoning administration. The department facilitates the development review process for all new developments and redevelopment activities. Development review includes coordination with contracted engineering services, building inspection services, as well as coordination with the Wellington Fire Protection District and other outside agencies as appropriate.

A new Planner II position is proposed. A new position results in an increase to wages & salaries, benefits, office supplies (furniture, computer, software), travel & training, and dues & subscriptions.

Building Inspection Fee Remittance increases as a result of expected increases to number and valuation of building permits. Permit fees also increased in 2019. Increases in Building Inspection Fee Remittance will be offset by increased collection of the new fees.

Municipal Engineering Services and Reimbursable Engineering Services decrease as a result of phasing out contracted review services by Stantec. Some budget is retained for specialized professional services which may still need to be contracted

Several budget line items are removed because they are no longer needed or have been consolidated with other line items.

Expenditures	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Compensation & Benefits	154,619	247,167	59.9%
Materials & Supplies	1,500	9,000	500.0%
Operations & Maintenance	591,158	543,447	-8.1%
Total	747,277	799,614	7.0%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Planning Director	1.00	1.00	1.00
Planning Coordinator	1.00	1.00	1.00
Planner II	-	-	1.00
Total	2.00	2.00	3.00

PLANNING & ZONING BUDGET SUMMARY | Expenditures

FUND/DIVISION - 18		2018 ACTUAL	2019 PROJECTED	2019 BUDGETED	2020 BUDGETED
Personnel Services					
201-18-5100	Wages & Salaries	86,111	134,005	127,104	195,838
201-18-5102	Benefits	22,530	21,247	27,515	51,329
		<u>108,641</u>	<u>155,252</u>	<u>154,619</u>	<u>247,167</u>
Materials & Supplies					
201-18-5214	Office Supplies	-	275	-	7,500
201-18-5331	Recording & Legal Publishing	250	1,116	1,500	1,500
		<u>250</u>	<u>1,391</u>	<u>1,500</u>	<u>9,000</u>
Operations & Maintenance					
201-18-5335	Dues and Subscriptions	616	657	-	1,810
201-18-5350	Building Insp. Fee Remittance	349,197	323,850	374,400	450,000
201-18-5352	Legal Services	-	-	2,500	10,000
201-18-5354	Reimbursable Legal Services	-	-	2,500	2,500
201-18-5355	Engineering Services-Municipal	43,322	71,011	100,000	30,000
201-18-5356	Reimbursable Engineering Ser.	128,673	69,331	100,000	30,000
201-18-5357	Reimbursable Planning Services	-	1,050	-	10,000
201-18-5380	Travel & Training	1,903	2,072	6,258	7,387
201-18-5381	Mileage Reimbursement	-	360	-	1,750
201-18-5401	Grants/Loans - Consulting	-	-	2,500	-
201-18-5402	Development Review Consulting	-	-	2,500	-
201-18-5495	Miscellaneous	20	250	500	-
		<u>523,731</u>	<u>468,582</u>	<u>591,158</u>	<u>543,447</u>
TOTAL EXPENDITURES		<u><u>632,622</u></u>	<u><u>625,225</u></u>	<u><u>747,277</u></u>	<u><u>799,614</u></u>

GENERAL USE BUILDING & COMMUNITY CENTER

These are buildings owned or leased by the Town for Town employees.

Expenditures	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Compensation & Benefits	-	-	0.0%
Materials & Supplies	17,500	13,500	-22.9%
Operations & Maintenance	49,250	55,357	12.4%
Total	66,750	68,857	3.2%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Total	-	-	-

GENERAL USE BUILDING & COMMUNITY CENTER SUMMARY | Expenditures

FUND/DIVISION - 49		2018	2019	2019	2020
Compensation & Benefits		ACTUAL	PROJECTED	BUDGETED	BUDGETED
		-	-	-	-
Materials & Supplies					
201-49-5367	R&M Serv./Supplies - Buildings	3,693	13,980	10,000	12,500
201-49-5368	Cleaning Supplies	5,391	576	7,500	1,000
		9,084	14,556	17,500	13,500
Operations & Maintenance					
201-49-5341	Electricity	14,839	14,988	15,000	15,857
201-49-5342	Water	2,227	2,004	1,750	2,200
201-49-5343	Sewer	1,716	1,716	1,500	1,800
201-49-5344	Natural Gas - Heat	11,648	12,060	12,000	14,000
201-49-5346	Storm Drainage	2,788	2,616	2,500	3,000
201-49-5369	Janitorial Service	12,670	16,464	15,000	18,000
201-49-5495	Miscellaneous	13	-	500	500
201-49-5533	Equipment Rental	273	-	-	-
201-49-5994	TV/VCR/Projector	-	-	1,000	-
		46,173	49,848	49,250	55,357
TOTAL EXPENDITURES		55,256	64,404	66,750	68,857

NEIGHBORHOOD SERVICES

The Neighborhood Services Officer ensures the Town’s zoning, subdivision, nuisance, grading and drainage codes, and health and safety regulations are followed. Activities include conducting field investigations and inspections, gathering information, preparing reports, advising violators, issuing summonses, obtaining compliance or initiating legal action, responding to complaints, and testifying in court. The purpose of this position is to work together with residents and property owners to achieve a clean, safe, and aesthetically pleasing community which enhances the quality of life in Town of Wellington by ensuring proper compliance with Town codes, standards, and regulations.

	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Expenditures			
Compensation & Benefits	55,171	71,303	29.2%
Materials & Supplies	-	-	0.0%
Operations & Maintenance	16,850	20,200	19.9%
Total	72,021	91,503	27.0%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Neighborhood Service Officer	1.00	1.00	1.00
Total	1.00	1.00	1.00

NEIGHBORHOOD SERVICES BUDGET SUMMARY | Expenditures

FUND/DIVISION - 24		2018	2019	2019	2020
		ACTUAL	PROJECTED	BUDGETED	BUDGETED
Compensation & Benefits					
201-24-5100	Wages & Salaries	38,776	40,278	47,005	48,790
201-24-5102	Benefits	6,360	6,644	8,166	22,513
		45,136	46,922	55,171	71,303
Materials & Supplies		-	-	-	-
Operations & Maintenance					
201-24-5231	Fuel, Oil & Grease	6,456	5,000	5,000	5,700
201-24-5233	R&M - Machinery & Equip. Parts	281	-	-	300
201-24-5345	Telephone Services	1,443	1,100	1,100	1,200
201-24-5371	Cell Phone/Accessories	-	275	1,750	-
201-24-5374	Humane Society Holding Charges	4,788	9,680	4,000	4,000
201-24-5375	Protective Insp. Equipment	223	3,000	3,000	3,000
201-24-5380	Travel & Training	-	-	1,500	6,000
201-24-5495	Miscellaneous	111	50	500	-
		13,301	19,105	16,850	20,200
TOTAL EXPENDITURES		58,437	66,027	72,021	91,503

LAW ENFORCEMENT

The Town of Wellington contracts with the Larimer County Sheriff's Office for law enforcement services. The contract provides for a sergeant, a corporal and 8 deputies to provide patrol services for the town. Deputies assigned to Wellington focus on establishing a community-oriented police presence within the town. Deputies are responsible for traffic enforcement, criminal law enforcement, and providing limited animal control duties when the Town's Code Enforcement Officer is unavailable. They enforce Wellington's Municipal Ordinances in addition to applicable county, state and federal laws. Deputies in Wellington conduct their patrol duties using marked patrol cars, bicycles and foot patrols. The School Resource Officer instructs safety programs at the 3 schools located in Wellington, investigates criminal activity on school grounds and attends school activities

Expenditures	FY 2019		FY 2020	Percentage Change
	Adopted Budget	Adopted Budget	Adopted Budget	
Compensation & Benefits	-	-	-	0.0%
Materials & Supplies	-	-	-	0.0%
Operations & Maintenance	1,436,094	1,351,314		-5.9%
Total	1,436,094	1,351,314		-5.9%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Total	-	-	-

LAW ENFORCEMENT BUDGET SUMMARY | Expenditures

FUND/DIVISION - 21		2018 ACTUAL	2019 PROJECTED	2019 BUDGETED	2020 BUDGETED
Compensation & Benefits		-	-	-	-
Materials & Supplies		-	-	-	-
Operations & Maintenance		-	-	-	-
201-21-5364	LCSO - Personnel	821,951	1,115,811	1,115,811	1,031,031
201-21-5376	LCSO - Support Costs	180,428	300,783	300,783	300,783
201-21-5377	LCSO - Community Activities	818	1,500	1,500	1,500
201-21-5378	LCSO - Office Rental/Maint.	12,950	17,500	17,500	17,500
201-21-5495	LCSO - Miscellaneous	34	500	500	500
		1,016,182	1,436,094	1,436,094	1,351,314
TOTAL EXPENDITURES		1,016,182	1,436,094	1,436,094	1,351,314

CEMETERY

The Highland Cemetery is located at 9192 NE Frontage Road. The Town of Wellington performs all the routine operations and maintenances at the cemetery.

Expenditures	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Compensation & Benefits	-	-	0.0%
Materials & Supplies	2,500	2,500	0.0%
Operations & Maintenance	20,000	20,000	0.0%
Total	22,500	22,500	0.0%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Total	-	-	-

CEMETERY BUDGET SUMMARY | Expenditures

FUND/DIVISION - 42		2018 ACTUAL	2019 PROJECTED	2019 BUDGETED	2020 BUDGETED
Personnel Services		-	-	-	-
Materials & Supplies		-	-	-	-
201-42-5423	Sand & Gravel & Road Base	-	-	2,500	2,500
		-	-	2,500	2,500
Operations & Maintenance					
201-42-5382	Grounds Maintenance Service	2,462	-	5,000	5,000
201-42-5454	Survey	-	15,000	15,000	15,000
		2,462	15,000	20,000	20,000
TOTAL EXPENDITURES		2,462	15,000	22,500	22,500

PUBLIC WORKS

The Public Works Department is divided into 4 divisions: water, wastewater, public works, and engineering. This department oversees the Capital Improvement Program (CIP), water treatment, wastewater treatment, drainage systems, streets, facilities, parks, trails and fleet management. For 2019, the department has a staff of 13 permanent employees and 4 seasonal personnel. Public Works Department maintains over 60 miles of streets; sweeping, snow removal, patching, striping, crack sealing, etc. Public Works maintains over 33 miles of wastewater collections lines; 47 miles of water distribution lines; and numerous manholes, water valves, and fire hydrants; 161 acres of parks and 3.2 miles of trails.

Safety initiatives - The safety program is in need of updating and expansion. Public Works recently initiated a safety committee. Additional budget is requested to implement selected safety improvements; such as exposure monitoring, personal protection equipment, fall protection, and confined space entry.

Professional Services - Additional professional services budget is requested for small, non-capital projects. Examples include survey work for in-house and contracted small projects, instrumentation and controls consulting, and other miscellaneous consulting work which is outside the expertise of staff.

Work Wear/Uniforms - The existing uniform contract is being replaced with a new program that will rely more on allowances for clothing purchases in addition to town-purchased clothing such as shirts. The contracted work will be reduced to laundry services.

Rehabilitation and Maintenance (R&M) - As the Town continues to grow, more maintenance is required for existing, older equipment. In addition, poor VE decisions in the past continue to create choke points in operational equipment which need to be addressed to meet and improve performance and reliability.

Landscape and Tree Maintenance - The Town is continually adding additional parks and open space to the maintenance schedule. In addition, trees in some areas, such as Centennial Park, need an arborist's attention.

Expenditures	Adopted	FY 2019 Budget	FY 2020 Adopted Budget	Percentage Change
Compensation & Benefits		1,011,725	1,169,966	15.6%
Materials & Supplies		39,900	62,575	56.8%
Operations & Maintenance		68,410	190,150	178.0%
Total		1,120,035	1,422,691	27.0%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Director of Public Works	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
Engineering Technician II	1.00	1.00	1.00
Civil Engineer II	-	1.00	1.00
Public Works Superintendent	1.00	1.00	1.00
Mechanic	1.00	1.00	1.00
Maintenance III	1.00	1.00	1.00
Street Equipment Operator II	-	1.00	1.00
Equipment Operator I	1.00	1.00	1.00
Equipment Operator I	-	1.00	1.00
Maintenance I	1.00	1.00	1.00
Maintenance Operator II	1.00	1.00	1.00
Utility Distribution Collection	1.00	1.00	1.00
Meter Reader/Locator			
Inspector	0.50	0.50	0.50
Distribution Collection ORC	-	-	1.00
Total	10.50	13.50	14.50

PUBLIC WORKS BUDGET SUMMARY | Expenditures

FUND/DIVISION - 34		2018 ACTUAL	2019 PROJECTED	2019 BUDGETED	2020 BUDGETED
Compensation & Benefits					
201-34-5100	Wages & Salaries	482,782	684,470	765,121	848,986
201-34-5102	Benefits	158,658	205,777	246,604	320,981
		<u>641,440</u>	<u>890,248</u>	<u>1,011,725</u>	<u>1,169,966</u>
Materials & Supplies					
201-34-5241	Shop Supplies	9,316	4,328	5,000	5,400
201-34-5372	Uniforms	1,097	1,824	1,250	25,425
201-34-5422	Small Tools	-	-	-	1,000
201-34-5941	PW Office Supplies	17,423	10,764	25,400	22,500
201-34-5947	Copier Expense	8,119	6,600	8,250	8,250
		<u>35,955</u>	<u>23,516</u>	<u>39,900</u>	<u>62,575</u>
Operations & Maintenance					
201-34-5213	Data Processing Supplies	-	111	2,500	-
201-34-5231	Fuel, Oil & Grease	2,662	1,744	12,000	2,500
201-34-5233	R&M- Machinery & Equip. Parts	363	1,192	2,500	2,500
201-34-5329	HOA Fees	360	360	360	360
201-34-5335	Dues & Subscriptions	7,970	244	5,000	4,800
201-34-5363	R&M Computer/Office Equip.	3,433	6,043	4,000	4,390
201-34-5370	Safety Workwear Allowance	-	-	-	1,600
201-34-5371	Cell Phone/Accessories	-	50	500	5,000
201-34-5396	Weed/Refuse Clean Up	-	-	-	-
201-34-5398	Waste Collection Service	5,652	7,130	5,000	8,000
201-34-5402	Dev. Review/Misc. Consulting	-	3,000	10,000	40,000
201-34-5404	Big Event Grill	-	-	2,500	-
201-34-5456	Mosquito Control	8,500	9,400	14,000	15,000
201-34-5457	Rodent Control	-	-	1,000	1,000
201-34-5371	Cell Phone/Accessories	250	50	500	5,000
201-34-5356	Professional Services	-	-	800	80,000
201-34-5381	Mileage Reimbursement	-	-	-	-
201-34-5495	Miscellaneous	1,173	228	3,500	-
201-34-5790	GIS/Mapping	1,348	5,352	4,250	20,000
		<u>31,710</u>	<u>34,903</u>	<u>68,410</u>	<u>190,150</u>
TOTAL EXPENDITURES		<u><u>709,105</u></u>	<u><u>948,667</u></u>	<u><u>1,120,035</u></u>	<u><u>1,422,691</u></u>

STREETS

The Street Divisions strives to ensure the safe and efficient movement of pedestrians, bicyclists, and motorists on public streets to the extent possible with signs and pavement markings.

The Streets Division is responsibilities include:

- Street patching
- Street painting
- Crack sealing
- Pothole repair
- Roadway weed control

Contractors are used for large street reconstruction and overlay projects. The department is also responsible for the removal of snow and ice during the winter months.

Safety initiatives - The safety program is in need of updating and expansion. Public Works recently initiated a safety committee. Additional budget is requested to implement selected safety improvements; such as exposure monitoring, personal protection equipment, fall protection, and confined space entry.

Professional Services - Additional professional services budget is requested for small, non-capital projects. Examples include survey work for in-house and contracted small projects, instrumentation and controls consulting, and other miscellaneous consulting work which is outside the expertise of staff.

Work Wear/Uniforms - The existing uniform contract is being replaced with a new program that will rely more on allowances for clothing purchases in addition to town-purchased clothing such as shirts. The contracted work will be reduced to laundry services.

Rehabilitation and Maintenance (R&M) - As the Town continues to grow, more maintenance is required for existing, older equipment. In addition, poor VE decisions in the past continue to create choke points in operational equipment which need to be addressed to meet and improve performance and reliability.

	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Expenditures			
Compensation & Benefits	-	-	0.0%
Materials & Supplies	15,700	18,000	14.6%
Operations & Maintenance	283,950	319,842	12.6%
Transfer	549,862	1,570,263	185.6%
Total	849,512	1,908,105	124.6%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Total	-	-	-

STREETS SERVICES SUMMARY | Expenditures

FUND/DIVISION - 203		2018 ACTUAL	2019 PROJECTED	2019 BUDGETED	2020 BUDGETED
Compensation & Benefits		-	-	-	-
Materials & Supplies		-	-	-	-
203-34-5241	Shop Supplies	4,397	5,212	10,000	7,000
203-34-5371	Cell Phone/Accessories	39	-	200	-
203-34-5422	Small Tools	532	3,000	3,000	3,000
203-34-5453	R&M Supplies - Street Sweeper	951	4,142	2,500	8,000
		5,918	12,354	15,700	18,000
Operations & Maintenance					
203-34-5231	Fuel, Oil & Grease	7,298	7,064	7,000	7,000
203-34-5233	R&M- Machinery & Equip. Parts	12,620	11,648	18,000	18,000
203-34-5240	Street Paint, Signs, & Parts	5,437	10,000	10,000	10,000
203-34-5244	Tires & Tubes	1,946	1,200	2,000	5,000
203-34-5341	Electricity	142,718	188,698	160,000	169,600
203-34-5342	Water	4,683	5,800	3,000	5,492
203-34-5355	Engineering Services	1,998	-	1,000	-
203-34-5356	Professional Services	-	-	1,600	-
203-34-5370	Safety Workwear Allowance	1,025	2,500	1,600	9,500
203-34-5372	Uniforms	1,743	1,800	1,500	-
203-34-5380	Travel & Training	-	-	1,500	-
203-34-5397	Weed Control	1,028	90	3,500	4,000
203-34-5423	Sand & Gravel & Roadbase	3,981	4,400	10,000	10,000
203-34-5424	Fabricated Material (Asphalt)	6,107	2,200	20,000	20,000
203-34-5425	Street Maint.-Crack Seal,etc.	-	3,830	10,000	10,000
203-34-5495	Miscellaneous	4	120	500	-
203-34-5533	Equipment Rental	617	1,000	5,000	3,000
203-34-5562	County Clerk Fees	33,370	39,878	26,250	27,250
203-34-5941	Safety & First Aid Kits	1,181	100	1,500	5,000
203-34-5942	Larimer County - I25 Improvement	-	15,697	-	16,000
		225,755	296,025	283,950	319,842
Transfer					
203-56-5000	Transfer to General Fund	-	549,862	549,862	506,074
203-56-5001	Transfer to Capital Projects Fund	-	-	-	1,064,189
		-	549,862	549,862	1,570,263
TOTAL EXPENDITURES		231,673	858,241	849,512	1,908,105

WATER

The Water Division is dedicated to providing its customers with a safe, high quality and reliable water supply that meets or exceeds all federal and state drinking water requirements. The goal is to produce and distribute our product in the most efficient way, while maintaining and upgrading the system to meet future requirements. We are also committed to providing professional and courteous services to satisfy the diversified needs of our customers.

Safety initiatives - The safety program is in need of updating and expansion. Public Works recently initiated a safety committee. Additional budget is requested to implement selected safety improvements; such as exposure monitoring, personal protection equipment, fall protection, and confined space entry.

Professional Services - Additional professional services budget is requested for small, non-capital projects. Examples include survey work for in-house and contracted small projects, instrumentation and controls consulting, and other miscellaneous consulting work which is outside the expertise of staff.

Work Wear/Uniforms - The existing uniform contract is being replaced with a new program that will rely more on allowances for clothing purchases in addition to town-purchased clothing such as shirts. The contracted work will be reduced to laundry services.

Rehabilitation and Maintenance (R&M) - As the Town continues to grow, more maintenance is required for existing, older equipment. In addition, poor VE decisions in the past continue to create choke points in operational equipment which need to be addressed to meet and improve performance and reliability.

Treatment Plant Lab supplies - As compliance requirements continue to expand, additional lab capabilities are needed to perform the required testing.

Expenditures	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Compensation & Benefits	359,589	435,522	21.1%
Materials & Supplies	185,850	216,125	16.3%
Operations & Maintenance	6,705,588	1,571,982	-76.6%
Debt Service	159,315	1,623,879	919.3%
Transfer	706,970	19,430,528	2648.4%
Total	8,117,312	23,278,036	186.8%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Water Plant Superintendent	1.00	1.00	1.00
Senior Water Operator	-	1.00	1.00
Water Plant Operator I	1.00	1.00	1.00
Water Plant Operator I	1.00	1.00	1.00
Water Plant Operator I	-	1.00	1.00
Total	3.00	5.00	5.00

WATER SERVICES SUMMARY | Expenditures

FUND/DIVISION - 204		2018	2019	2019	2020
		ACTUAL	PROJECTED	BUDGETED	BUDGETED
Compensation & Benefits					
204-34-5100	Wages & Salaries	199,310	192,636	289,327	305,952
204-34-5102	Benefits	87,503	62,297	70,262	129,570
		286,812	254,933	359,589	435,522
Materials & Supplies					
204-34-5214	Office Supplies	-	220	-	-
204-34-5221	Chemicals	138,829	138,061	175,000	175,000
204-34-5241	Shop Supplies	1,274	1,325	3,000	3,000
204-34-5370	Safety Workwear Allowance	621	2,000	2,000	8,125
204-34-5371	Cell Phone/Accessories	-	250	250	-
204-34-5422	Small Tools	734	2,000	2,000	5,000
204-34-5969	Lab Equipment	394	3,600	3,600	25,000
		141,852	147,456	185,850	216,125
Operations & Maintenance					
204-34-5227	Plant Utilities	26,655	30,785	30,000	36,000
204-34-5229	Drinking Water Program Fee	865	865	1,000	1,000
204-34-5231	Fuel, Oil & Grease	13,537	11,081	12,000	12,000
204-34-5233	R&M- Machinery & Equip. Parts	9,512	4,595	15,000	15,000
204-34-5244	Tires & Tubes	-	-	-	4,000
204-34-5334	Water Testing	24,057	30,361	70,000	70,000
204-34-5339	On-Line Utility Bill Pay-Fees	23,643	34,018	25,000	31,032
204-34-5341	Electricity	87,856	97,747	100,000	86,418
204-34-5345	Telephone Service	-	142	-	780
204-34-5351	Permit Fees	580	1,500	1,500	1,500
204-34-5355	Engineering Services	9,551	-	5,000	-
204-34-5356	Professional Services	2,872	2,500	24,400	60,000
204-34-5372	Uniforms	2,930	3,500	2,800	-
204-34-5380	Travel & Training	1,865	2,052	6,000	12,750
204-34-5384	Internet Service	-	473	-	-
204-34-5401	Rate Study - Consulting	6,740	500	-	-
204-34-5423	Sand & Gravel & Road Base	-	-	3,000	3,000
204-34-5433	R&M Supp. / Serv. Plant	51,821	62,960	57,500	86,000
204-34-5434	R&M Supp. / Serv. Lines	6,931	10,040	15,000	25,000
204-34-5435	R&M Supp. / Serv. Hydrants	6,453	17,558	17,500	25,000
204-34-5436	R&M Supp. / Serv. Res. & Ditch	670	-	3,500	3,500
204-34-5439	R&M Supp. / Serv. Meters	3,874	7,002	6,000	-
204-34-5440	Sludge Removal	49,017	140,000	140,000	140,000
204-34-5455	Lab Supplies	5,572	7,500	7,500	8,400
204-34-5495	Miscellaneous	(120)	300	21,000	21,000
204-34-5533	Equipment Rental	530	-	2,000	2,000
204-34-5560	County Treas. Fees	1,755	2,000	2,000	2,000
204-34-5593	Raw Water Purchases	923,556	757,852	757,852	757,852
204-34-5594	Nano Effluent Fees	-	-	80,000	-
204-34-5742	Chlorine Diox. Feeder	-	-	3,000	-
204-34-5743	UV Bulbs and Sleeves	2,348	2,500	2,500	-
204-34-5745	Water Rights	5,771	10,000	10,000	-
204-34-5825	Hydrant Meter	1,329	1,500	1,500	4,000
204-34-5829	Leak Detection - Line/Tanks	-	5,000	5,000	5,000
204-34-5903	Water Meters - New Homes	64,336	20,000	71,000	63,000
204-34-5941	Safety & First Aid Kits	3,417	2,000	1,500	25,000
204-34-5957	Alarm Monitor	2,177	-	3,000	-
204-34-5958	WTP Security/Monitor	-	-	32,500	32,500
204-34-5961	Sludge Pump	-	-	4,500	4,500
204-34-5963	Meter Replacement	94,855	500	50,000	33,750
204-82-5633	BP Raw Water Fee Reserve	-	2,059,766	5,115,536	-
		1,434,955	3,326,596	6,705,588	1,571,982
Transfer					
204-56-5000	Transfer to General Fund	-	706,970	706,970	907,520
204-56-5001	Transfer to Capital Projects Fund	-	-	-	18,523,008
		-	706,970	706,970	19,430,528
Debt Service					
204-90-5612	Berkadia - Bond Principal	-	23,000	23,000	24,000
204-90-5613	CWCB Loan-Principal	-	45,518	45,518	45,518
204-90-5622	Berkadia - Bond Interest	6,829	6,350	5,200	4,000
204-90-5623	CWCB Loan-Interest	10,923	12,075	12,075	12,075
204-90-5626	2001 - CWR&PDA Loan Principal	-	64,621	64,645	67,257
204-90-5627	2001 - CWR&PDA Loan Interest	9,998	8,873	8,877	6,265
204-90-5630	CWRPDA 2019 Series A Principal	-	6,219	-	1,006,798
204-90-5631	CWRPDA 2019 Series A Interest	-	133,216	-	457,966
		27,750	299,872	159,315	1,623,879
TOTAL EXPENDITURES		1,891,370	4,735,827	8,117,312	23,278,036

SEWER

Sewage collection and treatment is the responsibility of the Public Works Department. This division maintains and operates the Town's wastewater system.

Safety initiatives - The safety program is in need of updating and expansion. Public Works recently initiated a safety committee. Additional budget is requested to implement selected safety improvements; such as exposure monitoring, personal protection equipment, fall protection, and confined space entry.

Professional Services - Additional professional services budget is requested for small, non-capital projects. Examples include survey work for in-house and contracted small projects, instrumentation and controls consulting, and other miscellaneous consulting work which is outside the expertise of staff.

Work Wear/Uniforms - The existing uniform contract is being replaced with a new program that will rely more on allowances for clothing purchases in addition to town-purchased clothing such as shirts. The contracted work will be reduced to laundry services.

Rehabilitation and Maintenance (R&M) - As the Town continues to grow, more maintenance is required for existing, older equipment. In addition, poor VE decisions in the past continue to create choke points in operational equipment which need to be addressed to meet and improve performance and reliability.

Treatment Plant Lab supplies - As compliance requirements continue to expand, additional lab capabilities are needed to perform the required testing.

Expenditures	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Compensation & Benefits	301,295	310,702	3.1%
Materials & Supplies	68,650	72,600	5.8%
Operations & Maintenance	303,500	400,470	32.0%
Debt Service	536,439	536,439	0.0%
Transfer	466,512	1,919,741	311.5%
Total	1,676,396	3,239,952	93.3%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Waste Water Superintendent	1.00	1.00	1.00
Waste Water Operator I	1.00	1.00	1.00
Waste Water Operator I	1.00	1.00	1.00
Waste Water Operator I	1.00	1.00	1.00
Total	4.00	4.00	4.00

SEWERS SERVICES SUMMARY | Expenditures

FUND/DIVISION - 205		2018 ACTUAL	2019 PROJECTED	2019 BUDGETED	2020 BUDGETED
Compensation & Benefits					
205-34-5100	Wages & Salaries	150,885	214,988	241,494	229,498
205-34-5102	Benefits	45,544	61,547	59,801	81,204
		<u>196,429</u>	<u>276,535</u>	<u>301,295</u>	<u>310,702</u>
Materials & Supplies					
205-34-5221	Chemicals	24,477	22,009	35,000	35,000
205-34-5233	R&M- Machinery & Equip. Parts	9,711	7,907	20,000	20,000
205-34-5241	Shop Supplies	156	607	2,500	2,500
205-34-5371	Cell Phone/Accessories	-	-	150	2,500
205-34-5422	Small Tools	730	3,200	3,000	5,000
205-34-5973	Samplers	-	9,004	8,000	7,600
		<u>35,074</u>	<u>42,727</u>	<u>68,650</u>	<u>72,600</u>
Operations & Maintenance					
205-34-5227	Plant Utilities	-	-	250	-
205-34-5228	State Discharge Permit	3,379	3,390	5,000	5,000
205-34-5231	Fuel, Oil & Grease	10,285	8,516	7,000	7,652
205-34-5339	On-Line Utility Bill Pay Fees	16,839	24,257	12,000	22,133
205-34-5341	Electricity	72,642	88,722	80,000	88,000
205-34-5342	Water	36,744	15,314	25,000	12,000
205-34-5344	Natural Gas	3,870	7,622	8,000	8,560
205-34-5345	Telephone Services	-	151	-	-
205-34-5346	Storm Drainage	-	-	850	-
205-34-5355	Engineering Services	2,400	28,000	15,000	-
205-34-5356	Professional Services	3,413	6,500	45,400	80,000
205-34-5370	Safety Workwear Allowance	683	1,600	5,000	6,500
205-34-5372	Uniforms	2,230	3,000	3,500	4,500
205-34-5380	Travel & Training	2,340	2,000	7,500	10,625
205-34-5384	Internet Service	-	-	-	-
205-34-5423	Sand & Gravel & Road Base	-	-	500	5,500
205-34-5433	R&M Supp. / Serv. Plant	23,472	13,264	35,000	48,000
205-34-5434	R&M Supp. / Serv. Lines	5,326	4,496	12,500	52,800
205-34-5440	Sludge Disposal	14,563	13,976	15,000	17,500
205-34-5455	Lab Supplies	3,805	5,000	5,000	5,000
205-34-5495	Miscellaneous	91	500	500	-
205-34-5533	Equipment Rental	939	-	1,500	1,500
205-34-5554	Sewer Testing	6,644	11,159	7,000	7,500
205-34-5941	Safety & First Aid Kits	846	600	1,000	1,000
205-34-5969	Lab Equipment	11,270	9,643	9,500	13,500
205-34-5972	Confined Space Entry	-	-	1,500	3,200
		<u>221,779</u>	<u>247,711</u>	<u>303,500</u>	<u>400,470</u>
Debt Service					
205-90-5614	2002-CWR&PDA - Loan Principal	-	287,085	287,085	297,919
205-90-5615	2002-CWR&PDA - Loan Interest	30,439	74,896	74,896	65,953
205-90-5616	2014 WWTP Bonds - Principal	-	105,000	105,000	105,000
205-90-5617	2014 WWTP Bonds - Interest	41,374	69,458	69,458	67,568
		<u>71,814</u>	<u>536,439</u>	<u>536,439</u>	<u>536,439</u>
Transfer					
205-56-5000	Transfer to General Fund	-	466,512	466,512	552,504
205-56-5001	Transfer to Capital Projects Fund	-	-	-	1,367,236
		<u>-</u>	<u>466,512</u>	<u>466,512</u>	<u>1,919,741</u>
TOTAL EXPENDITURES		<u><u>525,096</u></u>	<u><u>1,569,923</u></u>	<u><u>1,676,396</u></u>	<u><u>3,239,952</u></u>

DRAINAGE

Town staff maintains all Town streets, drainage and storm water management systems.

Safety initiatives - The safety program is in need of updating and expansion. Public Works recently initiated a safety committee. Additional budget is requested to implement selected safety improvements; such as exposure monitoring, personal protection equipment, fall protection, and confined space entry.

Professional Services - Additional professional services budget is requested for small, non-capital projects. Examples include survey work for in-house and contracted small projects, instrumentation and controls consulting, and other miscellaneous consulting work which is outside the expertise of staff.

Work Wear/Uniforms - The existing uniform contract is being replaced with a new program that will rely more on allowances for clothing purchases in addition to town-purchased clothing such as shirts. The contracted work will be reduced to laundry services.

Rehabilitation and Maintenance (R&M) - As the Town continues to grow, more maintenance is required for existing, older equipment. In addition, poor VE decisions in the past continue to create choke points in operational equipment which need to be addressed to meet and improve performance and reliability.

Expenditures	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Compensation & Benefits	-	-	0.0%
Materials & Supplies	1,400	-	-100.0%
Operations & Maintenance	479,279	414,446	-13.5%
Transfer	91,804	331,356	260.9%
Total	572,483	745,802	30.3%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Total	-	-	-

DRAINAGE SERVICES SUMMARY | Expenditures

FUND/DIVISION - 207		2018 ACTUAL	2019 PROJECTED	2019 BUDGETED	2020 BUDGETED
Compensation & Benefits					
		-	-	-	-
Materials & Supplies					
207-34-5241	Shop Supplies	57	-	250	-
207-34-5422	Small Tools	-	-	150	-
207-34-5451	R&M Services-Street Sweeper	-	-	1,000	-
		57	-	1,400	-
Operations & Maintenance					
207-34-5231	Fuel, Oil & Grease	2,119	1,744	1,500	1,500
207-34-5355	Engineering Services	128	7,000	25,000	-
207-34-5341	Electricity	-	827	-	2,000
207-34-5356	Professional Services	-	-	800	15,000
207-34-5372	Uniforms	545	700	500	-
207-34-5380	Travel & Training	-	-	500	-
207-34-5495	Miscellaneous	-	-	1,000	-
207-34-5339	On-Line Utility Bill Pay-Fee	6,090	8,774	5,000	7,208
207-34-5522	Authority Utilities Payments	252,706	330,000	330,000	250,000
207-34-5524	Authority BP Impact Payments	82,665	114,979	114,979	138,738
		344,251	464,024	479,279	414,446
Transfer					
207-56-5000	Transfer To General Fund	-	91,804	91,804	117,976
207-56-5001	Transfer to Capital Projects Fund	-	-	-	213,380
		-	91,804	91,804	331,356
TOTAL EXPENDITURES		344,308	555,828	572,483	745,802

CONSERVATION TRUST

Expenditures	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Compensation & Benefits	-	-	0.0%
Materials & Supplies	-	-	0.0%
Operations & Maintenance	-	-	0.0%
Transfer	200,000	-	-100.0%
Total	200,000	-	-100.0%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Total	-	-	-

CONSERVATION TRUST SUMMARY | Expenditures

FUND/DIVISION - 209	2018 ACTUAL	2019 PROJECTED	2019 BUDGETED	2020 BUDGETED
Compensation & Benefits	-	-	-	-
Materials & Supplies	-	-	-	-
Operations & Maintenance	-	-	-	-
Transfer				
209-56-5210 Park Fund Transfer	-	200,000	200,000	-
	-	200,000	200,000	-
TOTAL EXPENDITURES	-	200,000	200,000	-

COMMUNITY ACTIVITIES

The Wellington Community Activities Commission (CAC) is comprised of volunteers who want to give back to Wellington by giving their time and energy to coordinate community events. Annual events include the Easter Egg Hunt, Fishing Derby, 4th of July, Halloween Costume Contest, Veteran's Day, and the Parade of Lights.

Due to lack of community interest; eliminating the Valentine's Day Dance, Neighborhood Cleanup, Summer Movies in the Park, and Fall Dance.

Increase to reflect the growth in popularity of the Easter Event for additional port-o-potties.

Increase in 4th of July for traffic control expense and adding the car show to the budget.

The cost of ads in the North Forty have increase by \$60 per ad, the budget reflects this increase.

Expenditures	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Compensation & Benefits	-	-	0.0%
Materials & Supplies	-	-	0.0%
Operations & Maintenance	96,465	90,910	-5.8%
Total	96,465	90,910	-5.8%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Total	-	-	-

COMMUNITY ACTIVITIES SUMMARY | Expenditures

FUND/DIVISION - 50		2018	2019	2019	2020
Compensation & Benefits		ACTUAL	PROJECTED	BUDGETED	BUDGETED
		-	-	-	-
Materials & Supplies		-	-	-	-
Operations & Maintenance		-	-	-	-
201-50-5150	9 Health Fair	-	-	500	-
201-50-5152	Boys & Girls Club Contribution	396	283	500	-
201-50-5187	Got What It Takes	3,000	-	3,000	-
201-50-5188	Eagles After Hours	-	5,048	5,000	5,000
201-50-5190	Car Show Expenditures	1,546	4,274	2,500	4,000
201-50-5192	CAC Program Expenditures	18,995	31,465	31,465	25,410
201-50-5193	Traffic & Crowd Control	132	-	-	4,500
201-50-5196	CAC Related Equipment	3,046	240	1,500	-
201-50-5222	Town Picnics / Parties	1,281	5,241	5,500	6,500
201-50-5495	Miscellaneous	201	100	1,000	-
201-50-5908	Holiday Lighting	2,510	2,510	5,000	5,000
201-50-5932	Fireworks	35,000	32,097	35,000	35,000
201-50-5933	Senior's Van	2,223	8,027	5,500	5,500
201-50-5934	Holiday Supplies	267	-	-	-
		68,598	89,285	96,465	90,910
TOTAL EXPENDITURES		68,598	89,285	96,465	90,910

ECONOMIC DEVELOPMENT

As a newly formed department, the Economic Development Director encourages development that reflects and enhances Wellington's unique culture and historic characteristics. The Economic Development Director helps build a solid foundation to increase the Town's economic vitality, diversify the community's tax base, and strengthen the quality of life for our residents.

	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Expenditures			
Compensation & Benefits	102,600	127,829	24.6%
Materials & Supplies	1,050	2,250	114.3%
Operations & Maintenance	148,000	131,831	-10.9%
Total	251,650	261,910	4.1%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Economic Development Director	1.00	1.00	1.00
Total	1.00	1.00	1.00

ECONOMIC DEVELOPMENT SUMMARY | Expenditures

FUND/DIVISION - 51		2018	2019	2019	2020
		ACTUAL	PROJECTED	BUDGETED	BUDGETED
Compensation & Benefits					
201-51-5100	Wages & Salaries	-	48,519	76,000	90,337
201-51-5102	Benefits	-	14,261	26,600	37,492
		-	62,780	102,600	127,829
Materials & Supplies					
201-51-5214	Office Supplies	-	600	600	600
201-51-5311	Postage	-	-	150	150
201-51-5321	Printing	-	300	300	1,500
		-	900	1,050	2,250
Operations & Maintenance					
201-51-5154	Economic Development	4,575	-	6,000	10,000
201-51-5157	Main Street Project Contrib.	76,000	75,000	75,000	75,000
201-51-5335	Dues/Fees/Subscriptions	-	1,200	2,000	2,000
201-51-5356	Professional Fees	-	1,200	-	25,000
201-51-5363	R&M Computer/Office Expense	-	-	-	-
201-51-5380	Travel/Mileage	-	3,000	3,000	3,000
201-51-5381	Mileage Reimbursement	-	1,000	-	-
201-51-5401	Contracts Services/Marketing	-	52,773	50,000	16,831
201-51-5495	Miscellaneous	-	12,500	12,000	-
201-51-5785	CDOT Building Upgrades	-	-	-	-
		80,575	146,673	148,000	131,831
TOTAL EXPENDITURES		80,575	210,352	251,650	261,910

LIBRARY

The library operates out of the Leeper Center and is open 42.5 hours per week and has approximately 24,000 items available for use. The Wellington Public Library has a collection of materials of interest to children and adults. These items are available for check out and/or use within the library. Public access to the internet is provided to the public. The library offers fax, scanning, and copier services. Staff programs activities and educational content for adults, teens, and children.

Slight increase of \$300 under Courier Service due to the popularity of the interlibrary loan program.

Increase in Office Supplies, to reflect the cleaning services for the entire Leeper Center.

Expenditures	Adopted	FY 2019 Budget	FY 2020 Adopted Budget	Percentage Change
Compensation & Benefits		142,874	145,965	2.2%
Materials & Supplies		22,900	32,550	42.1%
Operations & Maintenance		22,375	24,825	10.9%
Total		188,149	203,340	8.1%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Library Director	1.00	1.00	1.00
Assistant Library Director	0.75	0.75	0.75
Library Clerk	0.50	0.50	0.50
Library Clerk	0.50	0.50	0.50
Library Clerk	0.50	0.50	0.50
Total	3.25	3.25	3.25

LIBRARY BUDGET SUMMARY | Expenditures

FUND/DIVISION - 55		2018	2019	2019	2020
		ACTUAL	PROJECTED	BUDGETED	BUDGETED
Compensation & Benefits					
201-55-5100	Wages & Salaries	118,359	111,983	111,983	112,372
201-55-5102	Benefits	45,562	25,193	30,891	33,593
		<u>163,922</u>	<u>137,176</u>	<u>142,874</u>	<u>145,965</u>
Materials & Supplies					
201-55-5214	Office Supplies	2,170	5,500	5,500	6,000
201-55-5311	Postage	116	150	-	150
201-55-5312	Stamps	-	-	-	-
201-55-5321	Printing Services	329	-	200	400
201-55-5793	E-Books - Subscriptions	-	-	-	5,500
201-55-5900	Library Books	10,375	15,000	15,000	17,000
201-55-5901	Library Shelving & Furnishings	-	1,000	1,000	2,000
201-55-5902	Courier Service	1,152	1,200	1,200	1,500
201-55-5903	Grant Donation	-	4,499	-	-
		<u>14,142</u>	<u>27,349</u>	<u>22,900</u>	<u>32,550</u>
Operations & Maintenance					
201-55-5331	Publishing & Legal Notices	144	-	500	700
201-55-5333	Dues	-	-	300	200
201-55-5335	Subscriptions	664	250	500	1,000
201-55-5337	Summer Reading Program	1,617	1,010	1,250	1,500
201-55-5345	Telephone Services	1,637	1,282	1,650	1,650
201-55-5347	Story Time Supplies	112	-	200	200
201-55-5363	R&M Computer/Office Equip.	1,029	1,000	750	750
201-55-5380	Travel & Training	829	1,000	1,300	1,250
201-55-5381	Mileage Reimbursement	-	-	-	-
201-55-5384	Internet Service	1,899	1,184	2,200	2,200
201-55-5387	Special Event Supplies	805	100	375	375
201-55-5495	Miscellaneous	-	1,500	500	500
201-55-5579	Software License/Support	5,160	6,822	11,000	11,000
201-55-5792	Multi Media	2,457	1,660	1,850	3,500
		<u>16,353</u>	<u>15,808</u>	<u>22,375</u>	<u>24,825</u>
TOTAL EXPENDITURES		<u><u>194,417</u></u>	<u><u>180,332</u></u>	<u><u>188,149</u></u>	<u><u>203,340</u></u>

LIBRARY TRUST

	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Expenditures			
Compensation & Benefits	-	-	0.0%
Materials & Supplies	-	-	0.0%
Operations & Maintenance	-	-	0.0%
Transfer	17,000	-	-100.0%
Total	17,000	-	-100.0%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Total	-	-	-

LIBRARY TRUST BUDGET SUMMARY | Expenditures

FUND/DIVISION - 209	2018 ACTUAL	2019 PROJECTED	2019 BUDGETED	2020 BUDGETED
Compensation & Benefits	-	-	-	-
Materials & Supplies	-	-	-	-
Operations & Maintenance	-	-	-	-
Transfer 255-56-5739	-	17,000	17,000	-
Transfer To General Fund	-	17,000	17,000	-
TOTAL EXPENDITURES	-	17,000	17,000	-

PARKS & RECREATION

Wellington Recreation strives to provide the community with a variety of recreational activities throughout the calendar year for youth and adults. The need for continuous growth and expansion of programs will complement the continued growth and recreational expectations, and we encourage ideas into program offerings.

Added \$15,000 under Parks Small Equipment for bike racks, trail benches, picnic table replacement, and adding park signs.

In 2019, staff created a Cost Recovery Model for recreation programs. This resulted in looking at the cost to run programs and determine if we are subsidizing or breaking even. This exercises also looked at historic and future trends of programming results below:

- Eliminated adult flag football, adult soccer, dodgeball, pickleball due to lack of interest.
- Increase enrollment for youth baseball and youth softball based on popularity
- Costs for gym rentals have increased by \$4,000

In 2020, staff will launch a business sponsorship program to help support youth sports. There is money budgeted for advertising but staff expects to receive sponsorship dollars back for this expense.

Expenditures	Adopted	FY 2019 Budget	FY 2020 Adopted Budget	Percentage Change
Compensation & Benefits		406,670	390,633	-3.9%
Materials & Supplies		7,100	7,100	0.0%
Operations & Maintenance		375,214	616,946	64.4%
Debt Service		269,460	269,460	0.0%
Transfer		271,143	667,162	146.1%
Total		1,329,587	1,951,301	46.8%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Park Maintenance	1.00	1.00	1.00
Park Maintenance Technician	-	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00
Assistant Coordinator	1.00	1.00	1.00
Receptionist	0.50	0.50	0.50
Total	3.50	4.50	4.50

PARKS SUMMARY | Expenditures

FUND/DIVISION - 204		2018	2019	2019	2020
		ACTUAL	PROJECTED	BUDGETED	BUDGETED
Compensation & Benefits					
210-34-5100	Wages & Salaries	51,946	81,800	166,759	82,899
210-34-5101	Seasonals	65,529	26,730	56,544	56,544
210-34-5102	Benefits	22,167	18,406	22,854	21,149
		<u>139,642</u>	<u>126,936</u>	<u>246,157</u>	<u>160,592</u>
Materials & Supplies					
210-34-5241	Shop Supplies	4,424	9,024	2,500	2,500
210-34-5371	Cell Phone/Accessories	187	30	100	100
210-34-5422	Small Tools	217	4,500	4,500	4,500
		<u>4,828.49</u>	<u>13,554.00</u>	<u>7,100.00</u>	<u>7,100.00</u>
Operations & Maintenance					
210-34-5221	Pond Chemicals	3,947	-	5,000	7,000
210-34-5231	Fuel, Oil & Grease	4,255	3,580	2,000	3,000
210-34-5233	R&M- Machinery & Equip. Parts	5,097	6,979	6,000	6,000
210-34-5234	Irrig. Water Assessments	250	1,738	4,310	4,310
210-34-5237	Irrig. Sys. Supplies/Repairs	4,407	7,580	10,000	10,000
210-34-5239	Wells & Well Houses	1,634	493	5,000	5,000
210-34-5244	Tires & Tubes	1,429	1,682	1,250	2,500
210-34-5252	Tree Replacement & Trimming	1,930	2,000	10,000	35,000
210-34-5253	Tree Spraying	18,860	-	20,000	30,000
210-34-5254	Parks Playground & General R&M	2,696	2,511	20,000	25,000
210-34-5256	Splash Pad Chemicals	2,778	3,362	7,000	7,000
210-34-5341	Irrigation Electricity	8,275	7,563	12,000	12,000
210-34-5342	Water	21,441	19,734	22,500	22,500
210-34-5343	Sewer	743	668	750	750
210-34-5344	Natural Gas	291	699	750	750
210-34-5346	Storm Drainage	3,079	2,744	3,000	3,000
210-34-5356	Professional Services	-	1,200	7,200	4,000
210-34-5365	Toilet Rental	10,711	7,200	11,500	11,500
210-34-5366	Services - Parks & Lawn Care	60,206	82,748	55,000	71,478
210-34-5370	Safety Workwear Allowance	360	400	800	3,500
210-34-5372	Uniforms	2,717	2,500	1,800	1,800
210-34-5380	Travel & Training	1,880	1,000	2,000	4,000
210-34-5397	Weed Control	197	284	200	200
210-34-5420	Small Parks Equipment	40	-	1,500	-
210-34-5423	Sand, Gravel, Mulch	-	-	12,000	12,000
210-34-5495	Miscellaneous	-	500	500	-
210-34-5533	Equipment Rental	8,795	10	1,250	1,250
210-34-5562	County Clerk Fees	6,690	7,993	5,600	5,600
210-34-5941	Safety & First Aid Kits	417	1,487	500	3,000
210-34-5942	Minor Park Improvements	-	-	-	15,000
210-34-5943	Development Reimbursement	-	-	-	109,525
		<u>173,125</u>	<u>166,656</u>	<u>229,410</u>	<u>416,663</u>
Transfer					
210-56-5000	Transfer To General Fund	-	271,143	271,143	334,162
210-56-5001	Transfer to Capital Projects Fund	-	-	-	333,000
		<u>-</u>	<u>271,143</u>	<u>271,143</u>	<u>667,162</u>
Debt Service					
210-90-5630	WCP - Principal	207,284	225,881	225,881	225,881
210-90-5632	WCP - Interest	39,721	43,579	43,579	43,579
		<u>247,005</u>	<u>269,460</u>	<u>269,460</u>	<u>269,460</u>
TOTAL EXPENDITURES		<u>564,600</u>	<u>847,749</u>	<u>1,023,270</u>	<u>1,520,977</u>

RECREATION SUMMARY | Expenditures

FUND/DIVISION - 204		2018	2019	2019	2020
		ACTUAL	PROJECTED	BUDGETED	BUDGETED
Compensation & Benefits					
210-51-5100	Wages & Salaries	106,183	130,345	116,421	123,367
210-51-5101	Seasonals	-	-	-	61,038
210-51-5102	Benefits	30,814	36,448	44,092	45,636
		136,997	166,793	160,513	230,041
Materials & Supplies		-	-	-	-
Operations & Maintenance					
210-51-5125	Cheerleading Classes	1,044	1,800	1,250	2,400
210-51-5130	Start Smart Baseball	615	140	400	800
210-51-5131	Start Smart Basketball	457	-	400	640
210-51-5132	Start Smart Flag Football	402	262	400	960
210-51-5133	Start Smart Soccer	517	300	600	1,480
210-51-5135	Youth Sports Apparel	6,749	3,465	3,840	5,775
210-51-5140	Youth Soccer	11,045	5,357	5,000	4,870
210-51-5141	Summer Soccer	1,743	122	700	-
210-51-5142	Youth Football	8,500	3,144	1,850	1,380
210-51-5144	Youth Baseball	14,558	12,895	6,000	17,690
210-51-5145	Youth Softball	13,897	6,403	3,500	7,535
210-51-5146	Youth Basketball	8,348	1,750	1,575	1,025
210-51-5148	Youth Volleyball	5,164	2,897	2,565	2,660
210-51-5149	Youth Tennis	321	301	750	1,640
210-51-5150	Positive Coaching Alliance	1,250	3,025	3,000	3,500
210-51-5158	Adult Kickball	-	624	350	500
210-51-5159	Adult Soccer	-	-	-	-
210-51-5160	Adult Dodgeball/Pickleball	400	-	-	-
210-51-5161	Adult Tennis	52	-	500	1,480
210-51-5162	Adult Softball	22,669	3,780	4,000	9,810
210-51-5163	Adult Flag Football	-	-	1,000	-
210-51-5164	Adult Volleyball	4,331	1,152	2,240	1,760
210-51-5165	NCSO Referees Admin Fee	-	6,250	7,970	8,400
210-51-5166	Instructor/Official Fees	-	27,296	36,395	44,670
210-51-5168	Computer Equip./Software (Rec)	-	2,990	2,500	4,000
210-51-5181	Rec. Prog. Supplies/Exp.	6,388	6,634	10,000	10,000
210-51-5183	Batting Cages - Maint. & Oper.	7,158	5,800	8,500	10,680
210-51-5185	Ball Field/Cage Electricity	13,263	10,793	15,000	15,000
210-51-5186	Infield Mix	-	1,500	14,000	13,600
210-51-5190	Yoga Classes	2,700	1,200	1,200	250
210-51-5191	Enrichment Classes	-	300	500	2,000
210-51-5192	Strength Training Classes	1,800	400	-	250
210-51-5223	Operating Supplies	-	-	-	3,640
210-51-5356	Professional Services	-	-	-	2,700
210-51-5372	Staff Uniforms	-	-	-	1,130
210-51-5380	Travel and Training	1,631	3,500	3,500	3,680
210-51-5392	Gym Rental	-	-	-	14,378
210-51-5883	Replacement/New Equipment	-	-	-	-
210-51-5967	Line Striper	3,636	3,674	6,319	-
		138,642	117,754	145,804	200,283
TOTAL EXPENDITURES		275,638	284,547	306,317	430,324

CAPITAL PROJECTS FUND

The Capital Projects Fund is used to account for financial resources that are used to construct/ acquire major, long-lived general capital assets. These projects have been identified in the Capital Improvement Plan that are consistent with the Town's long-term goals.

Expenditures	FY 2019 Adopted Budget	FY 2020 Adopted Budget	Percentage Change
Capital Projects	16,365,981	22,500,224	37.5%
Equipment	-	550,589	0.0%
Total	16,365,981	23,050,813	40.8%

Authorized Personnel FTE	2018 Budgeted	2019 Budgeted	2020 Proposed
Total	-	-	-

CAPITAL PROJECTS SUMMARY | Revenues & Expenditures - Part 1

FUND/DIVISION - 80		2018	2019	2019	2020
		ACTUAL	PROJECTED	BUDGETED	BUDGETED
Capital Projects					
201-80-5755	Leeper Center Window	8,807	-	-	-
201-80-5785	CDOT Building Upgrades	200	2,835	27,800	-
201-80-5866	Comprehensive Plan Update	-	50,000	100,000	-
201-80-5950	Property Aquisitions	-	266,048	266,327	-
203-80-5820	Grant Ave. 1st to 4th	-	324,513	400,351	-
203-80-5851	Newer Subdivision Seal Coat	56,428	63,600	63,600	-
203-80-5883	Old Town Street Re-Hab Program	381,654	260,927	424,000	-
203-80-5969	Midrange Dump Truck	-	-	159,000	-
204-80-5717	On-line Process Equipment	-	15,750	15,750	-
204-80-5820	Grant Ave. - 1st to 4th	-	-	309,660	-
204-80-5829	Leak Detection-Lines/Tanks	-	-	43,000	-
204-80-5849	Nano Plant Expansion	-	680	47,513	-
204-80-5871	New 1/2 Ton P/U	-	26,746	31,500	-
204-80-5944	WTP Project Mgt and Design	-	331,347	762,874	-
204-80-5945	Back-Up 2 MGD Pump	-	-	60,000	-
204-80-5993	Emergency Power WTP	-	212,000	212,000	-
204-80-5994	Disinfection Byproduct Rule	-	10,600	106,000	-
204-80-5998	WP Expanstion Const & Mgmt	-	78,615	10,290,000	-
204-80-5999	Bulk NaOH and Antiscalant	-	-	30,000	-
204-80-6000	Membranes for Nano/RO	-	-	11,589	-
204-80-6002	Redundant Pumps to Water Tower	-	-	50,000	-
204-80-6003	Wellhouse Imprv (Nano/RO Irrg)	-	70,000	300,000	-
204-80-6004	Clearwell HS Pump Upgrade	-	-	25,000	-
204-80-6005	Old Town Water Main Rplc	-	80,000	80,000	-
204-80-6011	Water Efficiency Study	-	37,885	53,000	-
204-80-6012	Water Rate Study	-	54,539	25,000	-
205-80-5820	Grant Ave - 1st to 4th	-	62,504	60,598	-
205-80-5920	Clarifier Upgrades	10,682	117,945	350,000	-
205-80-5951	WWTP Pumps	-	15,730	15,730	-
205-80-5966	Skid Loader	-	34,898	43,232	-
205-80-5972	Confined Space Entry	349	6,639	6,645	-
205-80-5980	Paving to WWTP	-	-	68,900	-
205-80-5994	Wet Well Pump	-	-	10,000	-
205-80-5995	Collection - Camera Equipment	-	-	125,000	-
205-80-5996	WWTP Masterplan	-	-	190,000	-
205-80-5997	WWTP Blower/Digester Project	-	139,642	173,500	-
205-80-5999	WWTP Biosolids Storage	-	106	35,000	-
205-80-6000	WWTP Effluent Irrg. & Lndscpg	-	10,743	28,000	-
207-80-5473	Storm Drains & Pans	-	3,200	10,000	-
207-80-5883	Old Town Street Re-Hab Program	-	53,000	53,000	-
207-80-5986	Master Storm Water Plan	-	-	127,200	-
210-80-5779	PAB Items	25,785	165	56,312	-
210-80-5922	Easement Acquisition	-	8,700	50,000	-
210-80-5944	Trail Jefferson to Washington	4,951	6,000	850,000	-
210-80-5950	Pave existing trails	33,904	1,000	50,000	-
210-80-5969	Toro 5040 Field Prep Machine	-	17,397	16,400	-
210-80-5970	Laser Blade	-	13,548	18,000	-
210-80-5971	Mower 72"	-	13,822	19,500	-
210-80-5972	Winnick Park Playground	-	-	40,000	-
210-80-5973	WCP TOT - Lot	-	66,773	75,000	-
211-80-4000	Down Town Master Plan	-	-	-	75,000
211-80-4001	Property Acquisition	-	-	-	350,000
211-80-4002	Comprehensive Plan/Land Use Update	-	-	-	150,000
211-80-4003	Town Hall Space Needs Assessment	-	-	-	770,000
211-80-4004	Economic Development Study	-	-	-	80,000
211-80-4005	Recreation Center feasibility study	-	-	-	50,000
211-80-4006	Old Town Street Repairs	-	-	-	449,440
211-80-4007	Newer Subdivison Seal Coat	-	-	-	67,416
211-80-4008	I-25 Interchange at Cleveland 30% Design	-	-	-	333,333
211-80-4009	Pavement Study	-	-	-	40,000
211-80-4010	Water Plant Expansion Construction and Construction Management	-	-	-	13,730,780
211-80-4011	Emergency Power for Main Water Treatment Plant	-	-	-	212,000
211-80-4012	Tank Coating	-	-	-	20,000
211-80-4013	Redundancy for Pumps to Water Tower Storage	-	-	-	50,000
211-80-4014	Wilson Well Improvements	-	-	-	480,000
211-80-4015	Bulk Water Dispenser	-	-	-	60,000
211-80-4016	3 Chemical Chlorine Dioxide	-	-	-	160,000
211-80-4017	Improved Carbon Feed System	-	-	-	70,000
211-80-4018	Fire Hydrant Replacement	-	-	-	60,000
211-80-4019	Distribution System Master Plan	-	-	-	125,000
211-80-4020	Buffalo Creek Booster Station Upgrade	-	-	-	40,000
211-80-4021	Distribution System Rehabilitation Project	-	-	-	200,000

CAPITAL PROJECTS SUMMARY | Revenues & Expenditures - Part 2

211-80-4022	Nano Plant Expansion	-	-	-	47,513
211-80-4023	Back-Up MGD Pump	-	-	-	60,000
211-80-4024	Bulk NaOH and Antiscalant	-	-	-	30,000
211-80-4025	Clearwell HS Pump Upgrade	-	-	-	25,000
211-80-4026	Water Source Development	-	-	-	3,046,126
211-80-4027	WWTP Pumps	-	-	-	16,674
211-80-4028	Clarifier Rehabilitaion Project	-	-	-	523,062
211-80-4029	WWTP Driveway Paving	-	-	-	135,000
211-80-4030	Sewer Line Rehabilitation/Replacement	-	-	-	-
211-80-4031	WWTP Masterplan	-	-	-	185,000
211-80-4032	WWTP Shed at Effluent Outfall	-	-	-	8,000
211-80-4033	WWTP Clarifier 3&4 rehabilitation project	-	-	-	110,000
211-80-4034	Manhole Rehab	-	-	-	80,000
211-80-4035	WWTP Clarifier Repairs (Tobrow)	-	-	-	36,000
211-80-4036	Lift Station - Safety Upgrade	-	-	-	30,000
211-80-4037	WWTP Blower/Digester Project	-	-	-	63,500
211-80-4038	Old Town Street Rehab	-	-	-	56,180
211-80-4039	Storm Drain & Pan Replacements	-	-	-	30,000
211-80-4041	Master Storm Water Plan	-	-	-	127,200
211-80-4042	Parks Master Plan Update	-	-	-	40,000
211-80-4043	Trail Easement acquisition	-	-	-	50,000
211-80-4044	Phase 1 Trail Construction Cleveland to Washington	-	-	-	40,000
211-80-4045	WCP Ballfield Covers	-	-	-	40,000
211-80-4046	Parks - NPIC Lateral Improvements at BNSF Crossing	-	-	-	34,000
211-80-4047	Pedestrian Access over Windsor Ditch	-	-	-	80,000
211-80-4048	Equipment Shed at Wellington Community Park	-	-	-	14,000
211-80-4049	Pave Existing Trails	-	-	-	20,000
		522,760	2,457,896	16,365,981	22,500,224
Equipment					
211-80-5000	Town Automobile	-	-	-	60,000
211-80-5001	Vehicle Replacement	-	-	-	60,000
211-80-5002	Pot Hole Machine	-	-	-	50,000
211-80-5003	Membranes for Nano	-	-	-	56,589
211-80-5004	1000 Gallon Pressure Tank	-	-	-	15,000
211-80-5005	Backup Generator - Lift Station	-	-	-	135,000
211-80-5006	EV Charging Station	-	-	-	15,000
211-80-5007	Midrange Dump Truck	-	-	-	159,000
		-	-	-	550,589
		522,760	2,457,896	16,365,981	23,050,813
TOTAL EXPENDITURES					



2020 PROPOSED CIP

PRIORITY DESCRIPTION

Priority I: IMPERATIVE (Must-Do)

Projects that cannot reasonably be postponed in order to avoid harmful or otherwise undesirable consequences.

- A. Corrects a condition dangerous to public health or safety
- B. Satisfies a legal obligation
- C. Alleviates an emergency service disruption or deficiency
- D. Prevents irreparable damage to a valuable public facility

Priority II: ESSENTIAL (Should-Do)

Projects that address clearly demonstrated needs or objectives.

- A. Rehabilitates or replaces an obsolete public facility or attachment thereto
- B. Stimulates economic growth and private capital investment
- C. Reduces future operating and maintenance costs
- D. Leverages available state or federal funding

Priority III: IMPORTANT (Could-Do)

Projects that benefit the community but may be delayed without detrimental effects to basic services.

- A. Provides a new or expanded level of service
- B. Promotes intergovernmental cooperation
- C. Reduces energy consumption
- D. Enhances cultural or natural resources

Priority IV: DESIRABLE (Other Year)

Desirable projects that are not included within five-year program because of funding limitations.

CAPITAL PROJECTS SUMMARY | Revenues & Expenditures - Part 1

Revenues

Grants	9,000.00
Transfers from:	
General Fund	1,541,000.00
Streets Fund	1,064,189.00
Water Fund	18,523,008.00
Wastewater Fund	1,367,236.00
Drainage Fund	213,380.00
Parks Fund	333,000.00
Conservation Trust Fund	
Loan Proceeds	
Other	
Interest Income	
	23,050,813.00

Expenditures

	Town Automobile	60,000
	EV Charging Station	15,000
GF192	Comprehensive Plan/Land Use Update	150,000
GF201	Down Town Master Plan	75,000
GF193	Property Acquisition	350,000
GF203	New Town Hall	770,000
GF213	Recreation Center feasibility study	50,000
GF204	Economic Development Strategic Plan Update	80,000
	Midrange Dump Truck	159,000
	Staff Vehicle	15,000
SF181	Old Town Street Repairs	449,440
SF182	Newer Subdivison Seal Coat/Crack Fill	67,416
SF201	I-25 Interchange at Cleveland 30% Design	333,333
SF202	Pavement Study	40,000
	Bulk NaOH and Antiscalant	30,000
	Membranes for Nano	56,589
	Pot Hole Machine	50,000
WF182	Water Plant Expansion Construction and Construction Management	13,730,780
WF183	Emergency Power for main water treatment plant	212,000
WF184	Tank Coatings	20,000
WF191	Back Up 2 MGD Pump	60,000
WF186	Redundancy for pumps to water tower storage	50,000
WF187	Wilson Well Improvements	480,000
WF189	Clearwell High Service Pump Upgrade	25,000
WF188	Nano Plant Expansion	47,513
WF202	3 Chemical Chlorine Dioxide	160,000
WF203	Improved Carbon Feed System	70,000
WF201	Bulk Water Dispenser	60,000
WF204	Fire Hydrant Replacement	60,000
WF205	Distribution System Master Plan	125,000
WF206	Buffalo Creek Booster Station Upgrade	40,000
WF207	Distribution System Rehabilitation Project	200,000
WD18	Water Source Development	3,046,126

CAPITAL PROJECTS SUMMARY | Revenues & Expenditures - Part 2

Expenditures

WD18	Water Source Development	3,046,126
	Vehicle Replacement	30,000
	1000 Gallon Pressure Tank	15,000
	Backup Generator - Lift Station	135,000
WWF191	Wastewater & Collection System Masterplan	185,000
WWF192	WWTP Blower/Digester Improvement Project	63,500
WWF181	WWTP Pumps	16,674
WWF183	Clarifier Rehabilitaion Project	523,062
WWF185	WWTP Driveway Paving	135,000
WWF201	WWTP Shed at Effluent Outfall	8,000
WWF212	Lift Station - Safety Upgrades	30,000
WWF203	WWTP Clarifier 3&4 rehabilitation project	110,000
WWF205	WWTP Clarifier Repairs (Tobrow)	36,000
WWF204	Manhole Rehab	80,000
SDF181	Old Town Street Rehab	56,180
SDF182	Storm Drain & Pan Replacements	30,000
SDF183	Master Storm Water Plan	127,200
	Vehicle Replacement	15,000
PF201	Parks Master Plan Update	40,000
PF181	Trail Easement acquisition	50,000
PF182	Phase 1 Trail Construction Cleveland to Washington	40,000
PF183	Pave Existing Soft Trails	20,000
PF203	Pedestrian Access over Windsor Ditch	80,000
PF192	Dugout Covers	40,000
PF204	Equipment Shed at Wellington Community Park	14,000
PF205	Parks - NPIC Lateral Improvements at BNSF Crossing	34,000
		23,050,813

CAPITAL PROJECTS GENERAL FUND

Revenue Available for Capital Projects						
	2020 YTD	2020 Budget	2021	2022	2023	2024
Property Tax:		1,440,392	1,512,412	1,588,032	1,667,434	1,750,805
Sales Tax:		1,338,232	1,445,291	1,560,914	1,685,787	1,820,650
Building Material Use Tax:		575,000	632,500	695,750	765,325	841,858
Severance Taxes/Mineral Lease:		66,167	69,475	72,949	76,597	80,426
Franchise Fees:		188,988	200,327	212,347	225,088	238,593
Building Permits:		508,043	533,445	560,117	588,123	617,529
Business Licenses:		21,560	23,716	26,088	28,696	31,566
Land Use Fees:		64,000	70,400	77,440	85,184	93,702
Court Fines:		15,103	16,613	18,275	20,102	22,112
Misc. Other Revenues:		4,690	5,159	5,675	6,242	6,867
Transfer		2,427,688	2,573,349	2,727,750	2,891,415	3,064,900
Total Revenue:	-	6,649,863	7,082,688	7,545,337	8,039,993	8,569,009
Less Operating Costs:		6,083,288	6,387,452	6,706,825	7,042,166	7,394,275
Available for Capital Projects & Debt:	-	566,575	695,235	838,512	997,827	1,174,735
Capital Expenditures						
	2020 YTD	2020 Budget	2021	2022	2023	2024
Total Cost						
Equipment:						
Town Automobile	60,000	60,000				
EV Charging Station	15,000	15,000				
	-	-				
Capital Projects:						
GF192 Comprehensive Plan/Land Use Update	150,000	150,000	-			
GF201 Down Town Master Plan	75,000	75,000				
GF193 Property Acquisition	350,000	350,000				
GF203 New Town Hall	9,570,000	770,000	800,000	8,000,000		
GF213 Recreation Center feasibility study	50,000	50,000				
GF204 Economic Development Strategic Plan Update	80,000	80,000				
Total Capital Equipment and Projects	-	1,550,000	800,000	8,000,000	-	-
Other Financing Sources:						
Grants:						
DOLA - Town Hall Design	100,000		100,000			
DOLA Grant - Town Hall Construction	1,000,000			1,000,000		
Town Hall Bond	8,000,000			8,000,000		
EV Charging Station Grant	9,000	9,000				
Debt Service:						
Town Hall	(2,590,076)		(647,519)	(647,519)	(647,519)	(647,519)
Total Financing and Debt Service	-	9,000	(547,519)	8,352,481	(647,519)	(647,519)
2019 Fund Balance	6,086,477					
Available Funds		5,112,052	4,459,768	5,650,761	6,001,069	6,528,285
Minimum unassigned fund balance:						
33% of revenues		2,194,455	2,337,287	2,489,961	2,653,198	2,827,773

CAPITAL PROJECTS STREET FUND

Revenue Available for Capital Projects

	2020 YTD	2020 Budget	2021	2022	2023	2024
Sales Tax		312,459	337,456	364,452	393,608	425,097
Road Impact Fee:		440,640	482,800	487,900	265,483	265,483
Motor Vehicle Spec. Ownership:		90,927	98,201	106,057	114,542	123,705
Motor Vehicle Registration Tax:		31,902	34,454	37,210	40,187	43,402
Motor Vehicle Use Tax:		803,778	868,080	937,527	1,012,529	1,093,531
Highway Users Tax:		260,562	281,407	303,920	328,233	354,492
Street Cut Permits		1,800	1,944	2,100	2,267	2,449
Sale of Assets		2,000	2,160	2,333	2,519	2,721
Investment earnings		21,906	23,658	25,551	27,595	29,803
Road & Bridge Tax:		37,037	40,000	43,200	46,656	50,388
Total Revenue:	-	2,003,011	2,170,161	2,310,250	2,233,620	2,391,071
Less Operating Costs:		337,842	354,734	372,471	391,094	410,649
Transfer		508,148	533,555	560,233	588,245	617,657
Available for Capital Projects & Debt:	-	1,157,021	1,281,871	1,377,546	1,254,281	1,362,765

Capital Expenditures

	2020 YTD	2020 Budget	2021	2022	2023	2024
Total Cost						
Equipment:						
Midrange Dump Truck		159,000				
Street Sweeper			60,000	60,000	60,000	60,000
Staff Vehicle		15,000				
Vehicle Replacement				30,000		30,000
Capital Projects:						
SF181 Old Town Street Repairs		449,440	476,406	504,991		
SF241 Street Rehabilitation					535,290	567,408
SF182 Newer Subdivision Seal Coat/Crack Fill		67,416	71,461	75,749	80,294	85,111
SF201 I-25 Interchange at Cleveland 30% Design		333,333	333,333	333,334		
SF202 Pavement Study		40,000				
Total Capital Equipment and Projects	-	1,064,189	941,200	1,004,074	675,584	742,519
2019 Fund Balance	2,131,623					
Available Funds		2,224,455	2,565,126	2,938,598	3,517,295	4,137,541
Minimum unassigned fund balance: 33% of revenues		660,994	716,153	762,382	737,095	789,054

CAPITAL PROJECTS WATER FUND

Revenue Available for Capital Projects						
	2020 YTD	2020 Budget	2021	2022	2023	2024
Tap Fees:		1,420,475	1,249,600	1,262,800	1,262,800	1,262,800
Water Sales:		2,097,382	2,307,120	2,537,832	2,791,615	3,070,777
Property Tax:		85,593	89,873	94,366	99,085	104,039
Interest and Miscellaneous:		371,046	400,730	432,788	467,411	504,804
Total Revenue:	-	3,974,496	4,047,323	4,327,787	4,620,911	4,942,420
Less Operating Costs:		2,223,485	2,445,834	2,690,417	2,959,459	3,255,404
Transfer		911,119	1,002,230.90	1,102,454	1,212,699	1,333,969
Available for Capital Projects & Debt:	-	839,892	599,258	534,916	448,753	353,046
Capital Expenditures						
	2020 YTD	2020 Budget	2021	2022	2023	2024
Total Cost						
Equipment:						
Vehicle Replacement	30,000				30,000	
Bulk NaOH and Antiscalant	30,000	30,000				
Membranes for Nano	56,589	56,589				
Zero Turn Mower	9,000			9,000		
Pot Hole Machine	50,000	50,000				
Capital Projects:						
WF182 Water Plant Expansion Construction and Construction Management	23,952,165	13,730,780	10,221,385			
WF183 Emergency Power for Main Water Treatment Plant	212,000	212,000				
WF184 Tank Coatings	20,000	20,000				
WF185 Disinfection byproduct rule compliance (Tank Aeration)	106,000		106,000			
WF191 Back Up 2 MGD Pump	60,000	60,000				
WF186 Redundancy for pumps to water tower storage	50,000	50,000				
WF187 Wilson Well Improvements	480,000	480,000				
WF189 Clearwell High Service Pump Upgrade	25,000	25,000				
WF188 Nano Plant Expansion	47,513	47,513				
WF202 3 Chemical Chlorine Dioxide	160,000	160,000				
WF203 Improved Carbon Feed System	70,000	70,000				
Distribution:						
WF201 Bulk Water Dispenser	60,000	60,000				
WF204 Fire Hydrant Replacement	198,600	60,000	66,000	72,600		
WF205 Distribution System Master Plan	125,000	125,000				
WF206 Buffalo Creek Booster Station Upgrade	180,000	40,000	140,000			
WF207 Distribution System Rehabilitation Project		200,000	220,000	242,000	266,200	292,820
Total Capital Equipment and Projects	-	15,476,882	10,753,385	323,600	296,200	292,820
Other Financing Sources:						
Grants:						
Water Plant Financing	23,952,165	13,730,780	10,221,385			
Debt Service:						
Debt Payment	(558,435)	(159,115)	(160,115)	(124,104)	(86,293)	(28,808)
Debt Payment on \$26M Principal for WTP		(1,464,764)	(1,461,338)	(1,464,323)	(1,461,699)	(1,464,694)
Total Financing and Debt Service	-	12,106,901	8,599,932	(1,588,427)	(1,547,992)	(1,493,502)
2019 Fund Balance	8,088,061					
Available Funds		5,557,972	4,003,777	2,626,666	1,231,227	(202,049)
Minimum unassigned fund balance:						
Commitment of two subsequent years of debt service		3,209,880	3,136,419	3,041,494	2,987,004	2,987,004
Commitment of one subsequent year's CIP project costs		10,753,385	323,600	296,200	292,820	\$292,820
Less: Water Source Development						
25% of revenues		993,624	1,011,831	1,081,947	1,155,228	1,235,605
		14,956,889	4,471,850	4,419,641	4,435,052	4,515,429

CAPITAL PROJECTS RAW WATER FUND

Revenue Available for Capital Projects

	2020 YTD	2020 Budget	2021	2022	2023	2024
BP Raw Water Fee:		3,046,126	4,381,552	4,427,836	14,456,036	2,409,339
Total Revenue:	-	3,046,126	4,381,552	4,427,836	14,456,036	2,409,339
Less Operating Costs:						
Transfer		-	-	-	-	-
Available for Capital Projects & Debt:	-	3,046,126	4,381,552	4,427,836	14,456,036	2,409,339

Capital Expenditures

	2020 YTD	2020 Budget	2021	2022	2023	2024
Total Cost						
Water Purchases:						
WD18 Water Source Development		3,046,126	4,381,552	4,427,836	14,456,036	2,409,339
Total Capital Equipment and Projects	-	3,046,126	4,381,552	4,427,836	14,456,036	2,409,339
2019 Fund Balance	10,156,139					
Available Funds		10,156,139	10,156,139	10,156,139	10,156,139	10,156,139

CAPITAL PROJECTS SEWER FUND

Revenue Available for Capital Projects						
	2020 YTD	2020 Budget	2021	2022	2023	2024
Tap Fees:		1,944,000	2,130,000	2,152,500	7,027,500	1,171,250
User Fees:		1,327,389	1,393,758	1,463,446	1,536,619	1,613,450
Investment Earnings		163,386	171,555	180,133	189,140	198,597
Total Revenue:	-	3,434,775	3,695,314	3,796,079	8,753,258	2,983,296
Less Operating Costs:		784,057	823,260	864,423	907,644	953,026
Transfer		555,002	582,752	611,890	642,484	674,608
Available for Capital Projects & Debt:	-	2,095,716	2,289,302	2,319,767	7,203,130	1,355,662
Capital Expenditures						
	2020 YTD	2020 Budget	2021	2022	2023	2024
Total Cost						
Equipment:	-					
Vehicle Replacement	60,000	30,000		30,000		
Vacuum Truck	540,000		540,000			
1000 Gallon Pressure Tank	15,000	15,000				
Clarifier Launder Covers	133,800		33,450	33,450	33,450	33,450
Zero Turn Mower	9,000			9,000		
Backup Generator - Lift Station	135,000	135,000				
Skid Steer Aeration	24,000		24,000			
Capital Projects:	-					
WWF191 Wastewater & Collection System Masterplan	185,000	185,000				
WWF192 WWTP Blower/Digester Improvement Project	63,500	63,500				
WWF181 WWTP Pumps	93,994	16,674	17,675	18,735	19,859	21,051
WWF183 Clarifier Rehabilitation Project	523,062	523,062				
WWF185 WWTP Driveway Paving	135,000	135,000				
WWF221 WWTP Expansion Design	2,000,000			2,000,000		
WWF241 WWTP Expansion Construction	20,000,000					20,000,000
WWF201 WWTP Shed at Effluent Outfall	8,000	8,000				
WWF212 Lift Station - Safety Upgrades	30,000	30,000				
WWF203 WWTP Clarifier 3&4 rehabilitation project	110,000	110,000				
WWF205 WWTP Clarifier Repairs (Tobrow)	36,000	36,000				
WWF188 Sewer Line Rehabilitation/Replacement	874,923		200,000	212,000	224,720	238,203
WWF204 Manhole Rehab	450,967	80,000	84,800	89,888	95,281	100,998
Total Capital Equipment and Projects	-	1,367,236	899,925	2,393,073	373,310	20,393,702
Other Financing Sources:						
Debt Payment:		(536,439)	(534,286)	(527,887)	(177,885)	(187,885)
WWTP debt					(1,471,635)	(1,471,635)
Other Financing Source:						
Debt Proceeds					20,000,000	
Total Financing and Debt Service	0	(536,439)	(534,286)	(527,887)	18,350,480	(1,659,520)
2019 Fund Balance	8,237,682					
Available Funds		8,429,723	9,284,814	8,683,621	33,863,921	13,166,361
Minimum unassigned fund balance:						
Commitment of two subsequent years of debt service		1,062,173	2,177,407	3,309,040	3,309,040	3,309,040
Commitment of one subsequent year's CIP project costs		899,925	2,393,073	373,310	20,393,702	\$292,820
Less: Water Source Development						
25% of revenues		858,694	923,828	949,020	2,188,315	745,824
		2,820,792	5,494,308	4,631,370	25,891,057	4,347,684

CAPITAL PROJECTS DRAINAGE FUND

Revenue Available for Capital Projects

	2020 YTD	2020 Budget	2021	2022	2023	2024
Motor Vehicle Specific Ownership Tax:		10,222	11,040	11,923	12,877	13,907
Motor Vehicle Registration Tax:		3,674	3,968	4,285	4,628	4,998
Road & Bridge Tax:		4,400	4,752	5,132	5,543	5,986
TOW Stormwater Impact Fee:		103,680	108,864	114,307	120,023	126,024
TOW Stormwater Utility Fee:		234,459	246,182	258,491	271,416	284,986
Investment Earnings		20,558	21,586	22,665	23,798	24,988
Total Revenue:	-	376,993	396,392	416,804	438,284	460,890
Less Operating Costs:		414,446	435,168	456,927	479,773	503,762
Transfer		118,422	124,343	130,560	137,088	143,943
Available for Capital Projects & Debt:	0	(155,875)	(163,120)	(170,683)	(178,577)	(186,814)

Capital Expenditures

	2020 YTD	2020 Budget	2021	2022	2023	2024
Total Cost						
Capital Projects:						
SDF181 Old Town Street Rehab	178,855	56,180	59,551	63,124		
SDF182 Storm Drain & Pan Replacements	169,112	30,000	31,800	33,708	35,730	37,874
SDF183 Master Storm Water Plan	127,200	127,200				
SDF211 Bragg Lane Storm Drain	60,000		60,000			
SDF221 B-Dams Improvements	1,500,000			1,500,000		
Total Capital Equipment and Projects	-	213,380	151,351	1,596,832	35,730	37,874
AUTH Storm Drn BP Impact (Revenue)		114,048				
Authority Storm Drain Utility Fees (Revenue)		354,543				
Authority BP Impact Payments		(114,048)				
Authority Utilities Payments		(354,543)				
Total Financing and Debt Service	0	0	0	0	0	0
2019 Fund Balance	886,509					
Available Funds		517,254	202,783	(\$1,564,732)	(\$1,779,039)	(\$2,003,727)

Minimum unassigned fund balance:

Commitment of two subsequent years of debt service	-	-	-	-	-
Commitment of one subsequent year's CIP project costs	151,351	1,596,832	35,730	37,874	37,874
Less: Water Source Development					
25% of revenues	94,248	99,098	104,201	109,571	115,222
	245,599	1,695,930	139,931	147,445	153,096

CAPITAL PROJECTS PARKS FUND

Revenue Available for Capital Projects						
	2020 YTD	2020 Budget	2021	2022	2023	2024
Sales Tax:		312,459	337,456	364,452	393,608	425,097
Use Tax on Construction Materials:		224,260	242,201	261,577	282,503	305,103
Motor Vehicle Use Tax		165,029	181,532	199,685	219,654	241,619
Developer Park Fee Escrow		4,000	-	-	-	-
Developer Trail Fee Escrow		5,200	-	-	-	-
Park Impact Fee:		245,700	284,000	287,000	937,000	156,167
Trails Impact Fee:		116,640	127,800	129,150	421,650	70,275
Open Space Sales Tax:		263,749	284,849	307,637	332,248	358,828
Recreation Fees/Sales:		109,599	118,367	127,836	138,063	149,108
Conservation Trust Fund		200,000	100,000	100,000	100,000	100,000
Investment Earnings		35,000	37,800	40,824	44,090	47,617
Total Revenue:	-	1,681,636	1,714,004	1,818,161	2,868,816	1,853,814
Less Operating Costs:		904,397	949,617	997,098	1,046,953	1,099,300
Transfer		334,996	351,746	369,333	387,800	407,190
Available for Capital Projects & Debt:	-	442,243	412,642	451,730	1,434,064	347,324
Capital Expenditures						
	2020 YTD	2020 Budget	2021	2022	2023	2024
Total Cost						
Equipment:		-				
Vehicle Replacement	45,000	15,000			30,000	
John Deere Gator	16,500					16,500
Capital Projects:		-				
PF201 Parks Master Plan Update	40,000	40,000				
PF181 Trail Easement acquisition	50,000	50,000				
PF182 Phase 1 Trail Construction Cleveland to Washi	40,000	40,000				
PF202 Phase 2 Trail Construction Jefferson to Clevel:	1,010,000		1,010,000			
PF183 Pave Existing Soft Trails	20,000	20,000				
PF203 Pedestrian Access over Windsor Ditch	80,000	80,000				
PF192 Dugout Covers	40,000	40,000				
PF204 Equipment Shed at Wellington Community Pa	14,000	14,000				
PF211 Outer Canopy Net for Batting Cages			20,000			
PF212 Pitching Machine at Batting Cages			19,000			
PF221 Shade Structure at WCP Ballfields	64,000			64,000		
PF195 Winnick Park Playground ReSurfacing	67,000		67,000			
PF205 Parks - NPIC Lateral Improvements at BNSF Cr	34,000	34,000				
Total Capital Equipment and Projects	-	333,000	1,116,000	64,000	30,000	16,500
Other Financing Sources:						
Grants:						
Phase 2 Trail Construction Jefferson to Clevel:	808,000	-	808,000			
Debt Service:						
Debt Payment	(1,347,300)	(269,460)	(269,460)	(269,460)	(269,460)	(269,460)
Total Financing and Debt Service	-	(269,460)	538,540	(269,460)	(269,460)	(269,460)
2019 Fund Balance	2,231,084					
Available Funds		2,070,867	1,906,049	2,024,319	3,158,923	3,220,287
33% of revenues		554,940	565,621	599,993	946,709	611,759
		554,940	565,621	599,993	946,709	611,759

Project Title	Project Number	Department	Project Cost	Priority
Staff Vehicle (2)	Equipment	General Fund departments	\$60,000	II

Project Description: Staff vehicles will avoid mileage payments for employees using personal vehicles. Vehicles will be branded for visibility and to indicate official use by employees.

- **Estimated Total Project Cost:** \$60,000
- **Estimated Completion Date:** January 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$60,000	\$0	\$0	\$0	\$0	\$60,000

Project Title	Project Number	Department	Project Cost	Priority
EV Charging Station	Equipment	Administration	15,000	II

Project Description: There are no public EV charging stations in Wellington and constructing one will provide a needed service for travelers driving EV's. The station can also increase customer traffic to local businesses as the passengers of the vehicle spend time in Wellington while waiting for their vehicle to charge.

- **Estimated Total Project Cost:** \$15,000 (Staff is seeking State grant 50/50 match)
- **Estimated Completion Date:** 2020

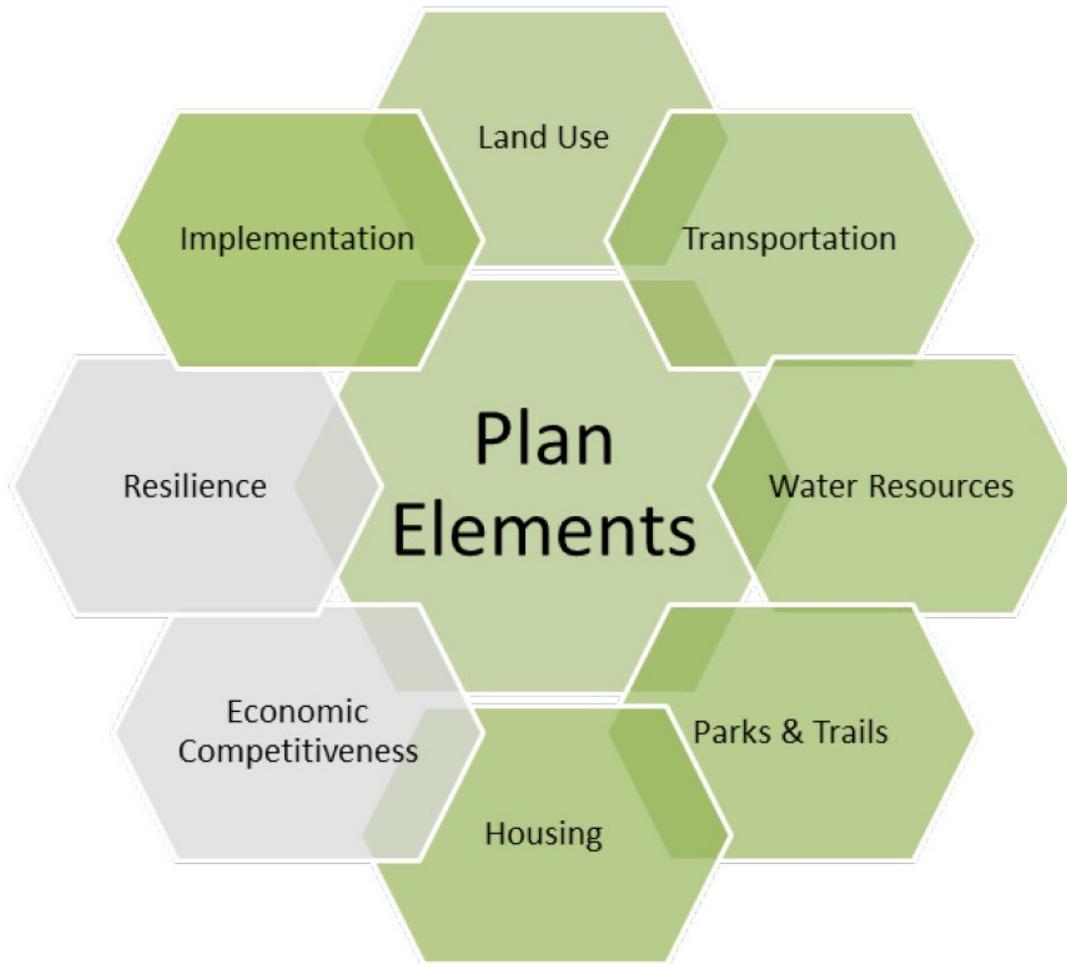


	2020	2021	2022	2023	2024	Total
Project Amount	\$15,000	\$0	\$0	\$0	\$0	\$15,000

Project Title	Project Number	Department	Project Cost	Priority
Comp Plan/Land Use Update	GF192	Planning	\$200,000	II

Project Description: The comprehensive plan (or master plan) provides the policy framework for regulatory tools like zoning, subdivision regulations, annexations, and other policies. A comprehensive plan promotes the community's vision, goals, objectives, and policies; establishes a process for orderly growth and development; addresses both current and long-term needs; and provides for a balance between the natural and built environment.

- **Estimated Total 2 Year Project Cost:** \$200,000
- **Estimated 2020 Project Cost:** \$100,000 (Town received \$85,000 DOLA Grant)
- **Estimated Completion Date:** 2020

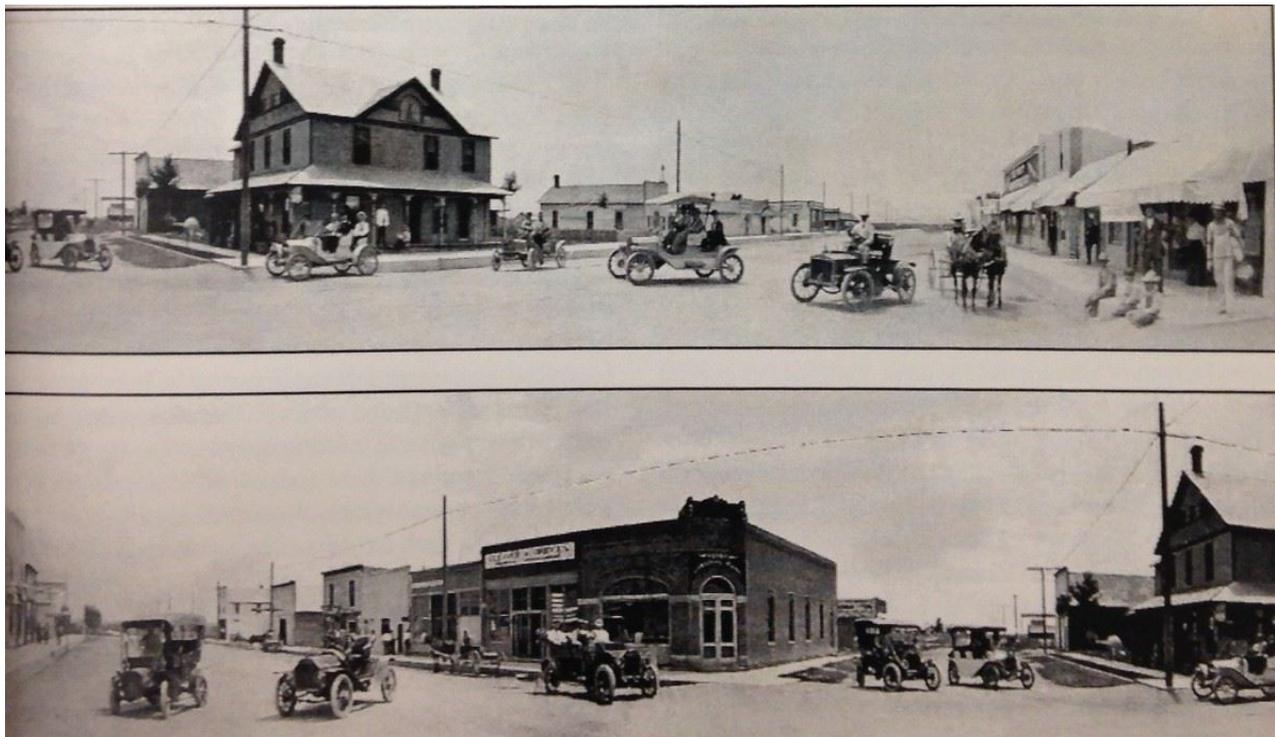


	Prior Cost	2020	2021	2022	2023	2024	Total
Project Amount	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$200,000

Project Title	Project Number	Department	Project Cost	Priority
Downtown Area Study	GF201	Planning	\$75,000	III

Project Description: A Downtown Area Plan is proposed in order to establish a clear vision and future for the Cleveland Avenue corridor and adjacent areas. The downtown, including Centennial Park, is continually sought as a venue to host community events, and serves as the Town's center for culture, entertainment and retail. Known challenges exist including aging infrastructure, stormwater drainage, safe and convenient pedestrian access, efficient movement of vehicles, parking and ADA access, building age and appearance, commercial tenant mix and others. A plan is desirable to engage the community and identify a unified vision for the future of the downtown that the community supports. The plan will also identify and prioritize implementation steps for achieving the vision, as well as planning level cost estimates for use in developing future CIP projects.

- **Estimated Total Project Cost:** \$75,000
- **Estimated Completion Date:** 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$75,000	\$0	\$0	\$0	\$0	\$75,000

Project Title	Project Number	Department	Project Cost	Priority
Property Acquisition	GF193	Administration	\$350,000	II

Project Description: Purchase of the house at 3804 Cleveland Ave. This property is currently being used for Public Works staff offices.

- **Estimated Total Project Cost:** \$350,000
- **Estimated Completion Date:** 2020

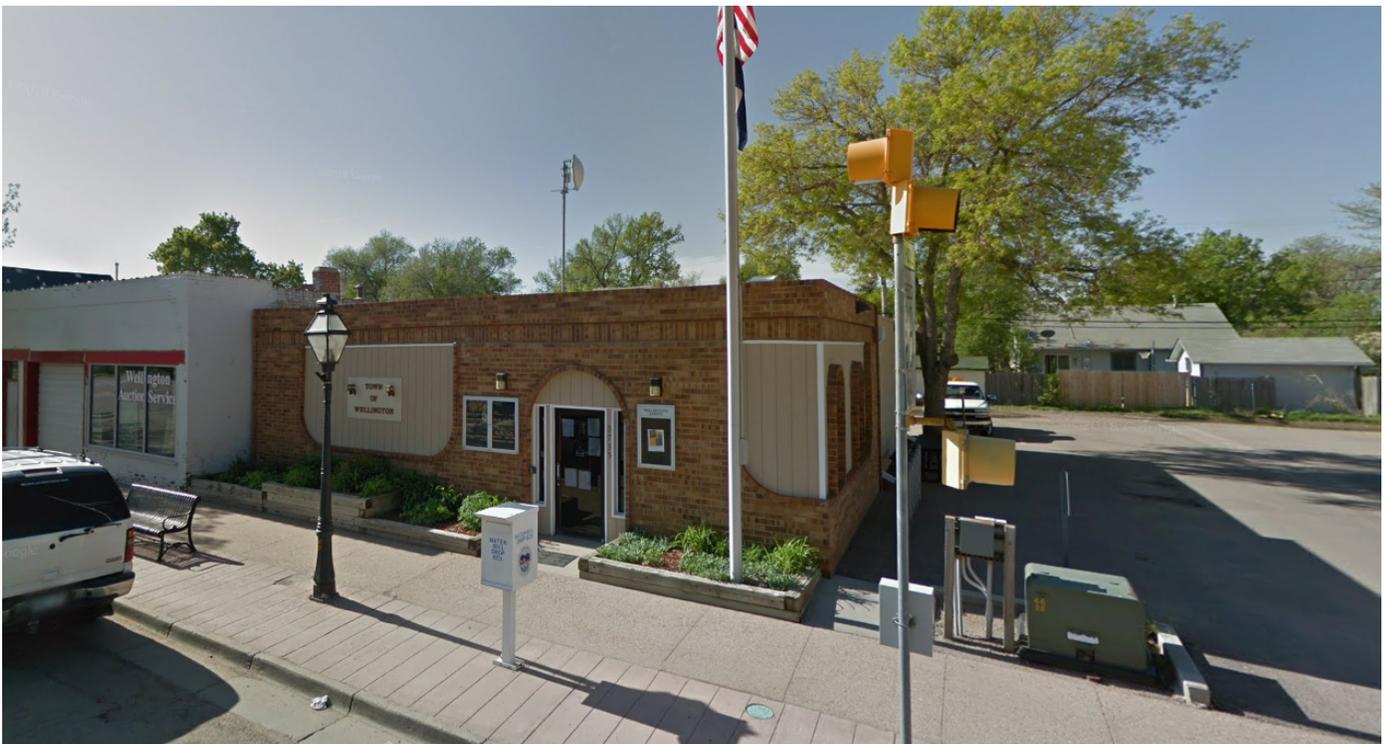


	2020	2021	2022	2023	2024	Total
Project Amount	\$350,000	\$0	\$0	\$0	\$0	\$350,000

Project Title	Project Number	Department	Project Cost	Priority
Town Hall	GF203	Administration	\$9,570,000	I

Project Description: This project includes the Town Hall Space Needs Assessment, potential property acquisition, design, and construction. Staff will seek grant funding from DOLA.

- **Estimated Total Project Cost:** \$9,570,000
 - Town Hall Needs Assessment \$20,000
 - Property acquisition \$750,00
 - Design \$800,000
 - Construction \$8,000,000
- **2020 Estimated Expenditures:** \$770,000 (space needs assessment and potential property acquisition)
- **Estimated Completion Date:** 2022

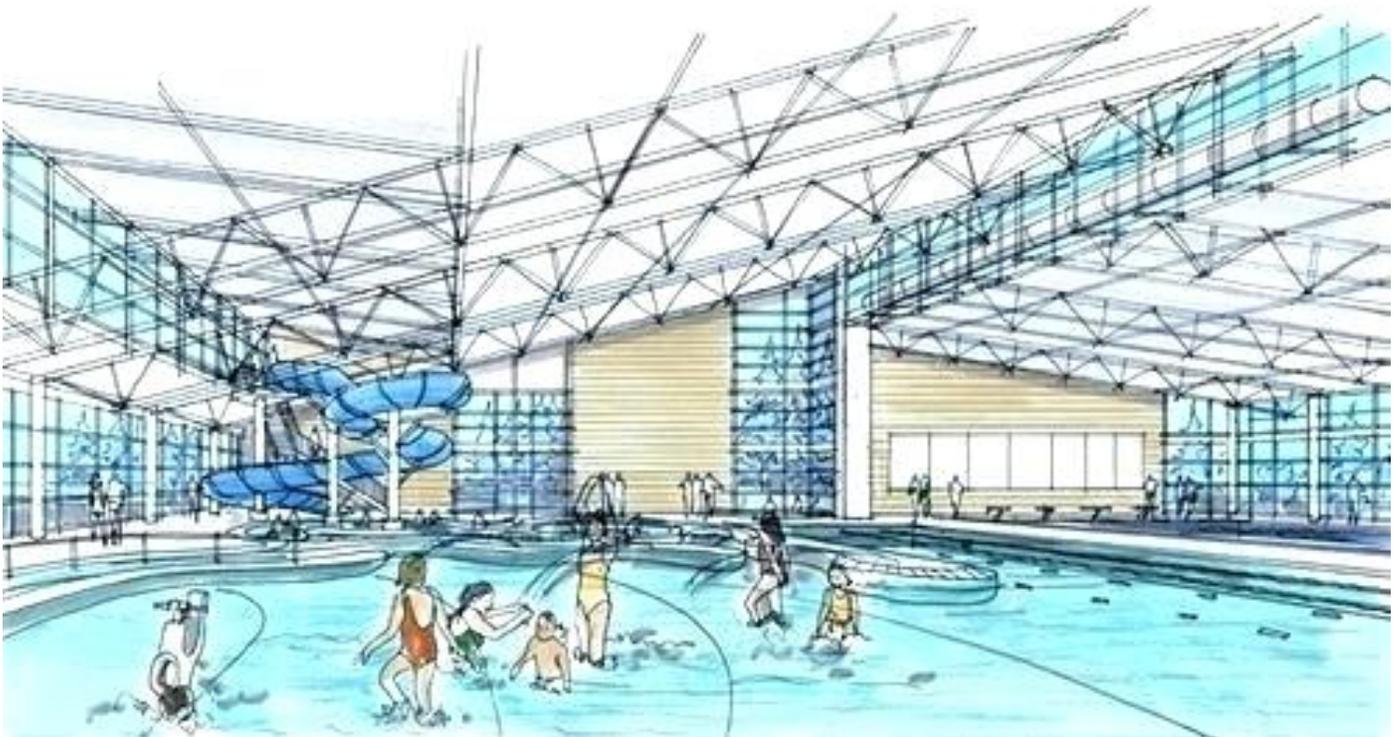


	2020	2021	2022	2023	2024	Total
Project Amount	\$770,000	\$800,000	\$8,000,000	\$0	\$0	\$9,570,000

Project Title	Project Number	Department	Project Cost	Priority
Recreation Feasibility Study	GF213	Administration	\$50,000	III

Project Description: Based on community feedback, this project is included in the 5-year capital plan. This project would likely include a community feasibility study, to get a better understanding of necessary steps to develop a recreation center.

- **Estimated Total Project Cost:** \$50,000
- **2020 Estimated Expenditures:** \$50,000
- **Estimated Completion Date:** 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$50,000	\$0	\$0	\$0	\$0	\$50,000

Project Title	Project Number	Department	Project Cost	Priority
Economic Development Strategic Plan Update	GF204	Economic Development	\$80,000	II

Project Description: The Economic Development Strategic Plan identifies strengths, weaknesses, opportunities and threats to recruiting commercial and industrial development within Wellington. The plan outlines target industries, evaluates location assessments, and recommends strategies and action plans to recruit new industry and support existing businesses.

- **Estimated Total Project Cost:** \$80,000
- **Estimated Completion Date:** October 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$80,000	\$0	\$0	\$0	\$0	\$80,000

Project Title	Project Number	Department	Project Cost	Priority
Street Sweeper	Equipment	Public Works	\$240,000	III

Project Description: Replace aging street sweeper. The existing street sweeper is 19 years old. Continued failures of various systems on the sweeper have resulted in a high level of maintenance and unpredictable reliability. The new sweeper is expected to be obtained through a lease/purchase plan. This funding approach will help alleviate stress on the streets fund and allow adherence to the fund balance policy.

- **Estimated Total Project Cost:** \$240,000 (lease purchase option)
- **Estimated Completion Date:** 2024



	2020	2021	2022	2023	2024	Total
Project Amount	\$0	\$60,000	\$60,000	\$60,000	\$60,000	\$240,000

Project Title	Project Number	Department	Project Cost	Priority
Staff Vehicle	Equipment	Streets/Parks	\$30,000	II

Project Description: Replacement of obsolete vehicle with new ½ ton pickup. Vehicle purchase price and usage will be shared between the Streets Department and Parks Department.

- **Estimated Total Project Cost:** \$30,000 (split between parks and streets fund)
- **Estimated Completion Date:** 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$30,000	\$0	\$0	\$0	\$0	\$30,000

Project Title	Project Number	Department	Project Cost	Priority
Vehicle Replacement	Equipment	Public Works	\$225,032	III

Project Description: This will cycle out some of the old fleet and replace it with newer, more reliable and efficient vehicles.

- **Estimated Total Project Cost:** \$180,000
 - Streets fund - \$30,000 Year 2022, \$30,000 Year 2024
 - Water Fund - \$30,000 Year 2023
 - Sewer Fund - \$30,000 Year 2020, \$30,000 Year 2022
 - Park Fund - \$30,000 Year 2023
- **Estimated Completion Date:** Ongoing



	2020	2021	2022	2023	2024	Total
Project Amount	\$33,708	\$0	\$75,748	\$76,576	\$39,000	\$225,032

Project Title	Project Number	Department	Project Cost	Priority
Old Town Street Repair	SF181	Public Works	\$2,236,491	II

Project Description: Due to age of the existing infrastructure within the town, a strategic multi-year repair plan was previously developed to rehabilitate selected streets, curb/gutter and sidewalk. This project represents the 4rd year of a 6-year program for streets within the Old Town area.

- **Estimated 5 Year Total Project Cost:** \$2,236,491
- **2020 Estimated Expenditures:** \$449,440
- **Estimated Completion Date:** 2022

Before

After



	Prior Cost	2020	2021	2022	2023	2024	Total
Project Amount	\$805,654	\$449,440	\$476,406	\$504,991	\$0	\$0	\$2,236,491

Project Title	Project Number	Department	Project Cost	Priority
Street - Rehabilitation	SF241	Public Works	\$1,102,698	II

Project Description: Due to age of the existing infrastructure within the town, a strategic multi-year repair plan was previously developed to rehabilitate selected streets, curb/gutter and sidewalk. This program is expected to continue into the foreseeable future as this program is extended to include other needs within Old Town or other areas of Town. No detailed plan has yet been prepared for those future needs, so the proposed funding shown for years 2023 through 2024 are placeholders pending additional information and planning.

Estimated Total Project Cost: \$1,102,698

- **2020 Estimated Expenditures:** \$0
- **Estimated Completion Date:** Ongoing

Before

After



	2020	2021	2022	2023	2024	Total
Project Amount	\$0	\$0	\$0	\$535,290	\$567,408	\$1,102,698

Project Title	Project Number	Department	Project Cost	Priority
Newer Subdivision Seal Coat/Crack Fill	SF182	Public Works	\$500,058	II

Project Description: As newer subdivisions begin to age; asphalt paving will start to form cracks in the top surface. This allow runoff to infiltrate to the subgrade, which accelerates the deterioration of the paving and results in more costly major repairs. This is a maintenance project to prevent or delay those major repairs and lengthen the lifespan streets and Town parking lots.

The proposed costs in future years reflect an inflation-adjusted amounts for an on-going commitment to basic paving maintenance.

- **Estimated 5 Year Project Cost:** \$500,058
- **2020 Estimated Expenditures:** \$67,416
- **Estimated Completion Date:** Ongoing Maintenance



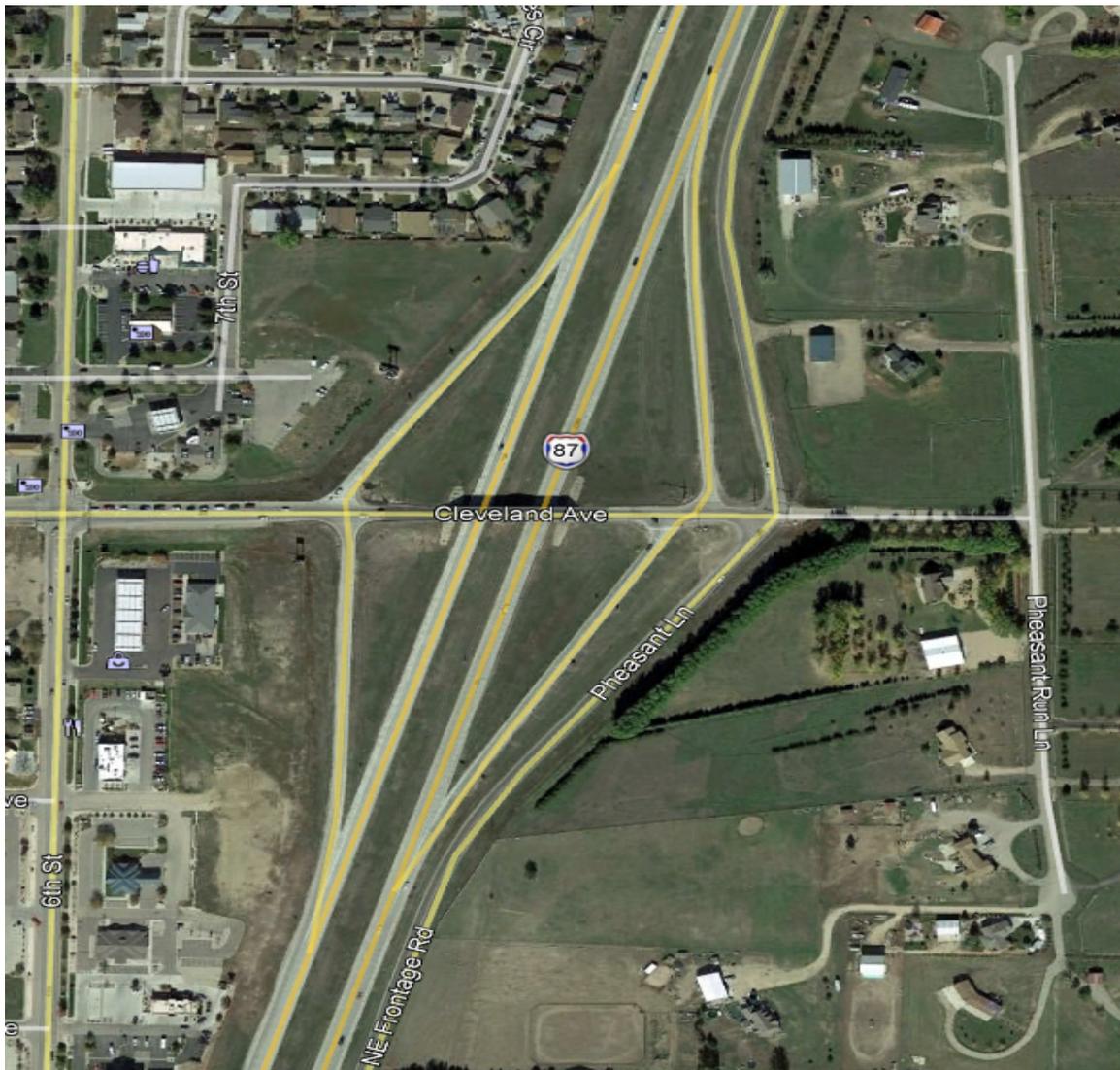
Example of seal coat/ crack fill project

	Prior Cost	2020	2021	2022	2023	2024	Total
Project Amount	\$120,028	\$67,416	\$71,461	\$75,749	\$80,294	\$85,111	\$500,058

Project Title	Project Number	Department	Project Cost	Priority
I-25 Interchange	SF201	Public Works	\$1,000,000	II

Project Description: In order to have Wellington be on the CDOT’s interchange replacement program, the Town will need to set money aside for a 30% design of the interchange. This project represents a commitment to fund this project over the next 3 years.

- **Estimated 3 Year Total Project Cost:** \$1,000,000
- **2020 Estimated Expenditures:** \$333,333
-
- **Estimated Completion Date:** 2022

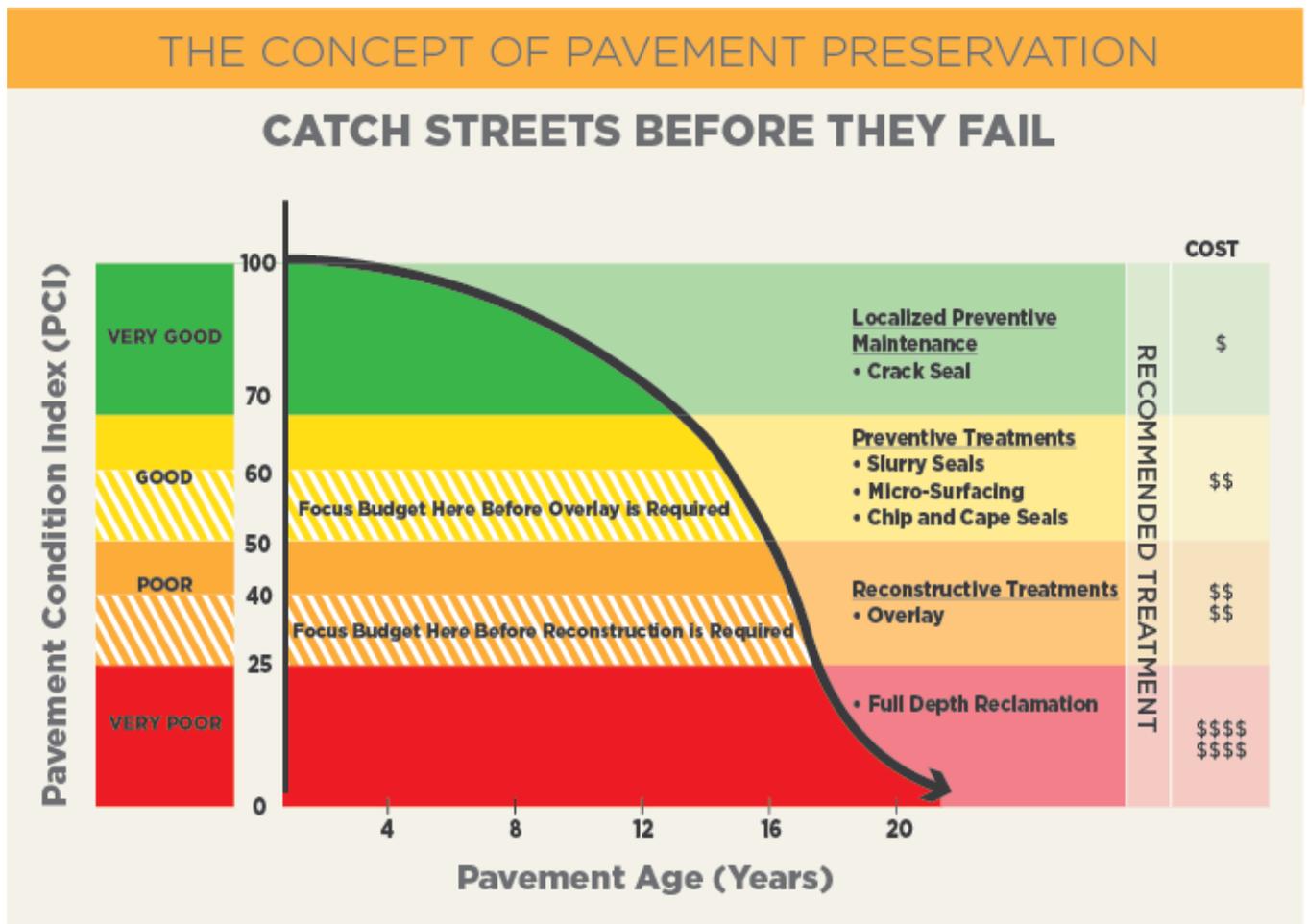


	2020	2021	2022	2023	2024	Total
Project Amount	\$333,333	\$333,333	\$333,334	\$0	\$0	\$1,000,000

Project Title	Project Number	Department	Project Cost	Priority
Pavement Study	SF202	Streets	\$40,000	II

Project Description: The Pavement Study will assess the condition of Wellington streets and provide detailed long-range planning information to prioritize and schedule street maintenance and repair.

- **Estimated Total Project Cost:** \$40,000
- **Estimated Completion Date:** 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$40,000	\$0	\$0	\$0	\$0	\$40,000

Project Title	Project Number	Department	Project Cost	Priority
Membranes for Nano	Equipment	Public Works	\$45,000	II

Project Description: Replace of Nano filter membranes. These membranes lose effectiveness and reliability over time, and must be replaced on a regular basis based on usage.

- **Estimated Total Project Cost:** \$45,000
- **Estimated Completion Date:** 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$45,000	\$0	\$0	\$0	\$0	\$45,000

Project Title	Project Number	Department	Project Cost	Priority
Zero Turn Mower	Equipment	Public Works	\$18,000	III

Project Description: Purchase of additional mower. As the Town expands, additional open spaces, parks and streetscapes are being brought into the system. As a result, additional resources are needed to meet increasing needs. This mower will primarily be used for the water and sewer plant, while serving as a back-up for other needs. Purchase price will be split between water and sewer fund.

- **Estimated Total Project Cost:** \$18,000
- **Estimated Completion Date:** 2022



	2020	2021	2022	2023	2024	Total
Project Amount	\$0	\$0	\$18,000	\$0	\$0	\$18,000

Project Title	Project Number	Department	Project Cost	Priority
Pot Hole Machine	Equipment	Public Works	\$50,000	II

Project Description: We currently use the vacuum for hydro-excavation this pot hole machine is a more efficient means of locating existing utilities, which is critical for the Utility Locates Program, capital improvement projects and development projects where work on the existing systems is required.

- **Estimated Total Project Cost:** \$50,000
- **Estimated Completion Date:** 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$50,000	\$0	\$0	\$0	\$0	\$50,000

Project Title	Project Number	Department	Project Cost	Priority
Water Plant Expansion	WF182	Water	\$24,020,780	I

Project Description: Water Treatment Plant Expansion project. The expansion project was initiated three years ago to address capacity and operational needs at the existing plant. This estimate is based on the 60% construction cost estimate provided by the Construction Manager at Risk (CMAR).

- **Estimated Total Project Cost:** \$24,020,780
- **Estimated 2020 Project Cost:** \$13,730,780
- **Estimated Completion Date:** 2020



	2019 Budget	2020	2021	2022	2023	2024	Total
Project Amount	\$10,290,000	\$13,730,780	\$0	\$0	\$0	\$0	\$24,020,780

Project Title	Project Number	Department	Project Cost	Priority
Storage Tank Coatings	WF184	Water	\$20,000	I

Project Description: This project consists of re-coating the exterior of both finished water storage tanks located at the WTP site. The current coatings are original on both the 1MG and the 2MG and are badly deteriorated.

- **Estimated Total Project Cost:** \$20,000
- **Estimated Completion Date:** 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$20,000	\$0	\$0	\$0	\$0	\$20,000

Project Title	Project Number	Department	Project Cost	Priority
Wilson Well Improvements	WF187	Water	\$556,246	I

Project Description: This project includes the upgrade of three existing well pumps with VFDs and corresponding piping improvements and appurtenances such as meters, check valves and control systems. The project also requires an upgrade to 3-phase 480V power, upgraded electric wiring, various sensors, and integration into the SCADA system at the WTP. Additionally, various small safety and access improvements are planned.

The project will allow for the start-up of the reverse osmosis upgrade to the nano filtration plant and ensure many years of reliable source water for the nano plant and irrigation systems.

- **Estimated Total Project Cost:** \$556,246
- **Estimated Completion Date:** 2020



	Prior Cost	2020	2021	2022	2023	2024	Total
Project Amount	\$306,246	\$250,000	\$0	\$0	\$0	\$0	\$556,246

Project Title	Project Number	Department	Project Cost	Priority
Three Chemical Chlorine Dioxide System	WF202	Water	\$160,000	II

Project Description: Install Three Chemical Chlorine Dioxide System. Currently, chlorine gas is used to disinfect treated water and maintain chlorine residuals in accordance with the permit. The change to a new system allows for increased performance, reliability and safety. Chlorine gas is a very dangerous chemical.

- **2020 Estimated Expenditures:** \$160,000
- **Estimated Completion Date:** 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$160,000	\$0	\$0	\$0	\$0	\$160,000

Project Title	Project Number	Department	Project Cost	Priority
Improve Carbon Feed System	WF203	Water	\$70,000	II

Project Description: Improve carbon feed system. The existing system must be removed early in the WTP expansion project. The current system does not function reliably. More importantly, there is a limit to the quantity of carbon that can be implemented. These two factors result in a considerable risk of future taste and odor events.

- **2020 Estimated Expenditures:** \$70,000
- **Estimated Completion Date:** 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$70,000	\$0	\$0	\$0	\$0	\$70,000

Project Title	Project Number	Department	Project Cost	Priority
Bulk Water Dispenser	WF201	Water	\$60,000	III

Project Description: Replace damaged bulk water dispenser. Prior to implementation of this project, a break-even cost analysis will be performed to determine a sustainable price for bulk water sales and/or the viability of continuing bulk water sales. The water rate study currently underway will provide this information.

- **Estimated Total Project Cost:** \$60,000
- **Estimated Completion Date:** 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$60,000	\$0	\$0	\$0	\$0	\$60,000

Project Title	Project Number	Department	Project Cost	Priority
Fire Hydrant Replacement	WF204	Water	\$198,600	I

Project Description: This is for the rehabilitation of the older fire hydrants in Town by a contractor. These fire hydrants are in older areas of town and do not meet current standards for flowrate or operation. This program includes replacement of six hydrants per year for three years.

- **Estimated Total Project Cost:** \$198,600
- **2020 Estimated Expenditures:** \$60,000
- **Estimated Completion Date:** 2023

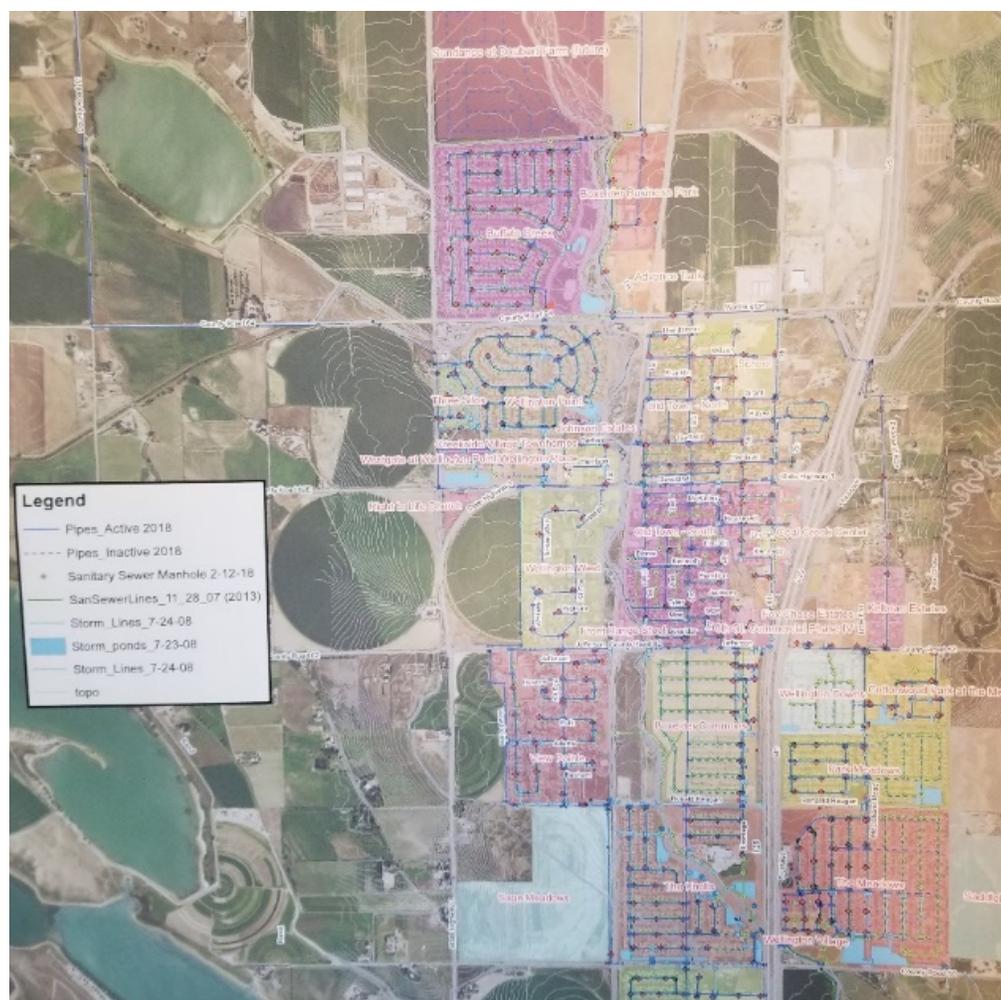


	2020	2021	2022	2023	2024	Total
Project Amount	\$60,000	\$66,000	\$72,600	\$0	\$0	\$198,600

Project Title	Project Number	Department	Project Cost	Priority
Distribution System Masterplan	WF205	Water	\$125,000	II

Project Description: The current distribution masterplan is incomplete and was based on a modeling system that is no longer available or supported. This proposed project includes a new distribution system model, the identification of a water main and/or pumping improvements, and alternatives analysis. This masterplan will look forward to future growth within the Growth Management Area (GMA) to allow for intermediate water main oversizing and capital improvements needed to serve future growth.

- **Estimated Total Project Cost:** \$125,000
- **Estimated Completion Date:** 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$125,000	\$0	\$0	\$0	\$0	\$125,000

Project Title	Project Number	Department	Project Cost	Priority
Buffalo Creek Booster Station Upgrade	WF206	Water	\$180,000	II

Project Description: The Buffalo Creek Booster Station provides flow and pressure to areas located in the northwest area of town, such as Buffalo Creek and planned future developments. The station was not constructed with VFDs or adequate control systems, which impacts operation and consistent performance. Costs shown in year 2020 are planned for engineering design of the improvements. Subsequent costs are conceptual budgets for construction.

- **Estimated Total 2 Year Project Cost:** \$180,000
- **2020 Estimated Expenditures:** \$40,000
- **Estimated Completion Date:** 2021



	2020	2021	2022	2023	2024	Total
Project Amount	\$40,000	\$140,000	\$0	\$0	\$0	\$180,000

Project Title	Project Number	Department	Project Cost	Priority
Distribution System Rehabilitation Program	WF207	Water	1,221,020	II

Project Description: Many water distribution pipes in the older areas of town are asbestos-cement (AC) or ductile iron. These older types of pipe are often subject to failure and leakage. This is a proposed ongoing program to rehabilitate or replace these pipes. Replacement is typically the preferred option, but is sometimes cost prohibitive due to the need to protect or replace surface improvements damaged by construction. Rehabilitation is likely to consist of Cured-in-Place-Piping (CIPP), which does not require excavation.

- **Estimated Total 5 Year Project Cost:** \$1,221,020
- **2020 Estimated Expenditures:** \$200,000
- **Estimated Completion Date:** 2024



	2020	2021	2022	2023	2024	Total
Project Amount	\$200,000	\$220,000	\$242,000	\$266,200	\$292,820	\$1,221,020

Project Title	Project Number	Department	Project Cost	Priority
Vacuum Truck	Equipment	Public Works	\$540,000	III

Project Description: Purchase of vacuum truck. The existing vacuum truck is 23 years old and is need of replacement.

- **Estimated Total Project Cost:** \$540,000
- **Estimated Completion Date:** 2021



	2020	2021	2022	2023	2024	Total
Project Amount	\$0	\$540,000	\$0	\$0	\$0	\$540,000

Project Title	Project Number	Department	Project Cost	Priority
1000 Gallon Pressure Tank	Equipment	Public Works	\$15,000	III

Project Description: This will reduce the cycling of the non-potable irrigation pump. This will extend the life of the pump significantly for a more cost-effective way.

- **Estimated Total Project Cost:** \$15,000
- **Estimated Completion Date:** 2020

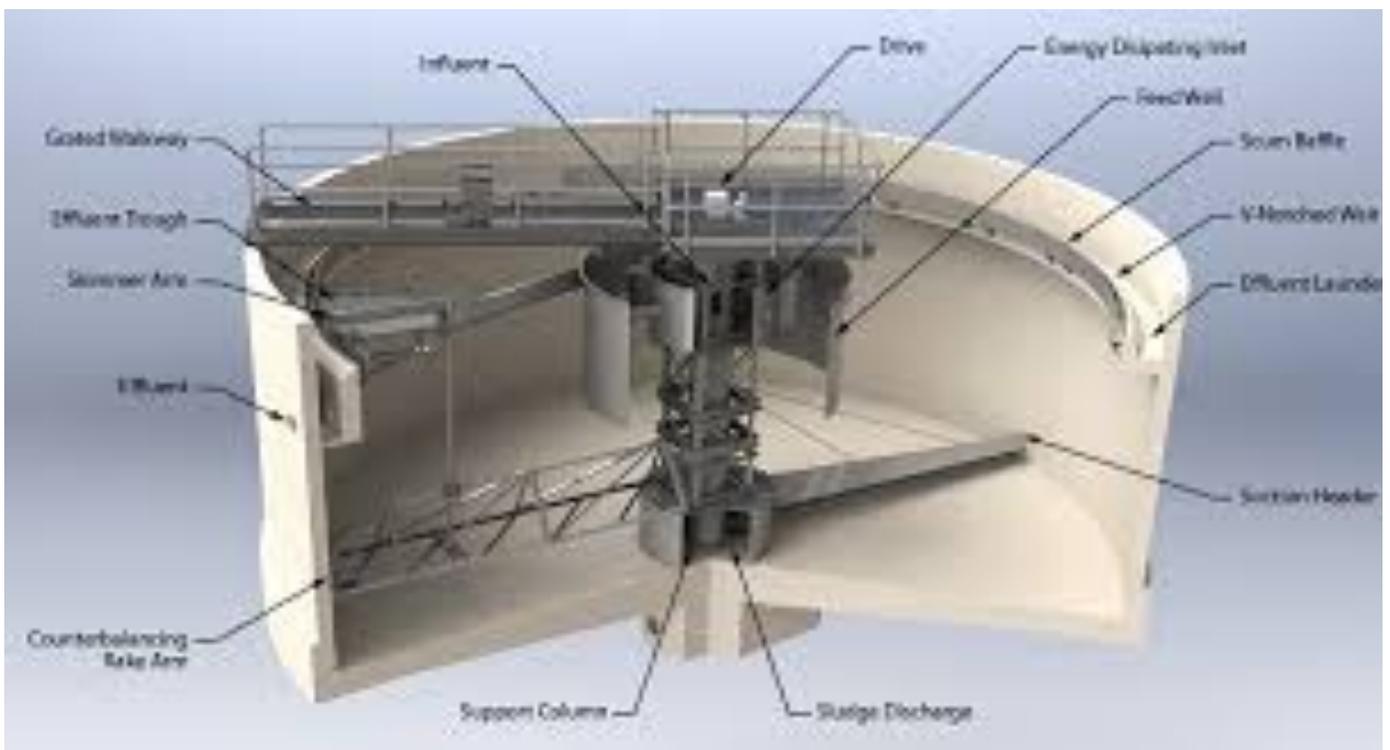


	2020	2021	2022	2023	2024	Total
Project Amount	\$15,000	\$0	\$0	\$0	\$0	\$15,000

Project Title	Project Number	Department	Project Cost	Priority
Clarifier Launder Cover	Equipment	Public Works	\$133,800	III

Project Description: The Town currently spend 200-man hours on algae removal. These covers will reduce the safety risk involved in the clarifier cleaning. The WWTP Masterplan will inform the final decision as to whether to move forward with this project.

- **Estimated Total Project Cost:** \$133,800
- **Estimated Completion Date:** 2021



	2020	2021	2022	2023	2024	Total
Project Amount	\$0	\$33,450	\$33,450	\$33,450	\$33,450	\$133,800

Project Title	Project Number	Department	Project Cost	Priority
Backup Generator Lift Station	Equipment	Collection	\$135,000	I

Project Description: The Emergency Generator at View Pointe was purchased in 1991.

- **Estimated Total Project Cost:** \$135,000
- **Estimated Completion Date:** 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$135,000	\$0	\$0	\$0	\$0	\$135,000

Project Title	Project Number	Department	Project Cost	Priority
Skid Steer Aeration	Equipment	Water Reclamation	\$24,000	II

Project Description: This is for the replacement of existing equipment for biosolids handling.

- **Estimated Total Project Cost:** \$24,000
- **2021 Estimated Expenditures:** \$24,000
- **Estimated Completion Date:** 2021



	2020	2021	2022	2023	2024	Total
Project Amount	\$0	\$24,000	\$0	\$0	\$0	\$24,000

Project Title	Project Number	Department	Project Cost	Priority
Wastewater & Collection Systems Masterplan	WWF191	Sewer	\$205,000	I

Project Description: This is additional funding needed for the comprehensive study of the wastewater collection system and wastewater treatment facility. This was in the 2019 budget in the amount of \$190,000 for the WWTP only. The additional work in analyzing the collection system will require additional funds. This study will provide systems assessments with a 20-year window for growth.

- **Estimated Total Project Cost:** \$205,000
- **2020 Estimated Expenditures:** \$15,000
- **Estimated Completion Date:** 2020



	Prior Cost	2020	2021	2022	2023	2024	Total
Project Amount	\$180,000	\$15,000	\$0	\$0	\$0	\$0	\$205,000

Project Title	Project Number	Department	Project Cost	Priority
Wastewater Pumps	WWF181	Sewer	\$120,406	I

Project Description: Older pumps require replacement. New pumps would reduce cost by being more energy efficient.

- **Estimated Total Project Cost:** \$120,406
- **2020 Estimated Expenditures:** \$16,674
- **Estimated Completion Date:** Ongoing



	Prior Cost	2020	2021	2022	2023	2024	Total
Project Amount	\$26,412	\$16,674	\$17,675	\$18,735	\$19,859	\$21,051	\$120,406

Project Title	Project Number	Department	Project Cost	Priority
Clarifier Rehabilitation Project	WWF183	Water Reclamation	\$640,000	II

Project Description: This is for complete rehabilitation of the two old clarifiers constructed in 2004. This project was in the 2019 budget in the amount of \$350,000. The Town purchased all metal components to be replaced in the amount of \$47,136.00. Also purchased by the Town was all fiberglass components to be replaced in the amount of \$17,500. Engineering services for this project were \$39,370. This leaves \$245,944 for actual construction. The two bids we received for this project were considerably higher than this amount, therefore additional funding is programed to complete this project in 2020.

- **Estimated Total Project Cost:** \$640,000
- **Estimated Completion Date:** 2020



	Prior Cost	2020	2021	2022	2023	2024	Total
Project Amount	\$350,000	\$290,000	\$0	\$0	\$0	\$0	\$640,000

Project Title	Project Number	Department	Project Cost	Priority
Driveway Paving	WWF185	Sewer	\$204,249	III

Project Description: The access road to the plant site is currently surfaced in gravel; and is approximately 2250' in length. The proposed project includes drainage improvements and asphalt paving to ensure adequate year-long access for operators and heavy truck traffic for deliveries and hauling.

- **Estimated Total Project Cost:** \$204,249
- **Estimated Completion Date:** 2020



	Prior Cost	2020	2021	2022	2023	2024	Total
Project Amount	\$69,249	\$135,000	\$0	\$0	\$0	\$0	\$204,249

Project Title	Project Number	Department	Project Cost	Priority
WWTP Expansion Design and Construction	WWF221, WWF241	Public Works	\$22,000,000	II

Project Description: The WW treatment plant is nearing its design capacity. The WW masterplan project will outline specific improvements to accommodate future growth while meeting State discharge permit requirements. The project cost shown is a conceptual estimate and will be fine-tuned in the future time.

- **Estimated Total Project Cost:** \$22,000,000
- **Estimated Completion Date:** 2024



	2020	2021	2022	2023	2024	Total
Project Amount	\$0	\$0	\$2,000,000	\$0	\$20,000,000	\$22,000,000

Project Title	Project Number	Department	Project Cost	Priority
WWTP Shed at Effluent Outfall	WWF201	Public Works	\$8,000	II

Project Description: The effluent Parshall Flume and Flow Meter is located outdoors, in an underground vault at the south east portion of the treatment facility. Pursuant to the Discharge Permit issued by the State operations staff must enter this vault monthly to perform Flow Meter verification. In the cold weather months this area can become icy and create a slipping and falling hazard. This shed will protect this area from the elements.

- **Estimated Total Project Cost: \$8,000**
- **Estimated Completion Date: 2020**



	2020	2021	2022	2023	2024	Total
Project Amount	\$8,000	\$0	\$0	\$0	\$0	\$8,000

Project Title	Project Number	Department	Project Cost	Priority
Lift Station – Safety Upgrade	WWF212	Public Works	\$30,000	I

Project Description: Safety operational improvements for the WW lift station. The existing lift station has many safety and reliability issues which require improvement to ensure a safe working environment for Town employees.

- **Estimated Total Project Cost:** \$30,000
- **Estimated Completion Date:** 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$30,000	\$0	\$0	\$0	\$0	\$30,000

Project Title	Project Number	Department	Project Cost	Priority
Clarifier Rehabilitation Project (recoating)	WWF203	Sewer	\$110,000	III

Project Description: Serious deterioration of the coatings for the metal parts in clarifiers 3 and 4 were found during a recent inspection with the clarifiers drained. Rapid deterioration of the metal components can be expected without recoating, which would result in loss of functionality of the clarifiers. These clarifiers were constructed in 2016 and are out-of-warranty.

- **Estimated Total Project Cost:** \$110,000
- **Estimated Completion Date:** 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$110,000	\$0	\$0	\$0	\$0	\$110,000

Project Title	Project Number	Department	Project Cost	Priority
Clarifier Repairs (Tobrow)	WWF205	Sewer	\$36,000	I

Project Description: When servicing clarifiers numbers 3 & 4 in 2019, it was observed that the Towbro arms (Return Sludge Mechanisms) were severely corroded. These need to be replaced to avoid a potential system failure.

- **Estimated Total Project Cost:** \$36,000
- **2020 Estimated Expenditures:** \$36,000
- **Estimated Completion Date:** 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$36,000	\$0	\$0	\$0	\$0	\$36,000

Project Title	Project Number	Department	Project Cost	Priority
Sewer Line Rehabilitation/Replacement	WWF188	Sewer	\$874,923	III

Project Description: Older parts of the wastewater collection system are in need of replacement and/or rehabilitation. This funding is in anticipation of the results of the WW Master Plan and will be fine-tuned in the future.

- **Estimated Total Project Cost:** \$874,923
- **2020 Estimated Expenditures:** \$0
- **Estimated Completion Date:** Ongoing



	2020	2021	2022	2023	2024	Total
Project Amount	\$0	\$200,000	\$212,000	\$224,720	\$238,203	\$874,923

Project Title	Project Number	Department	Project Cost	Priority
Collection System Manhole Rehabilitation Program	WWF204	Sewer	\$450,967	I

Project Description: The sewer collection system is subject to wear and deterioration that should be addressed on an on-going basis, particularly in older areas of town. The proposed funding will allow for the highest priority manhole repairs to be completed on an on-going annual basis into the future.

- **Estimated 5 Year Project Cost:** \$450,967
- **2020 Estimated Expenditures:** \$80,000
- **Estimated Completion Date:** 2024



	2020	2021	2022	2023	2024	Total
Project Amount	\$80,000	\$84,800	\$89,888	\$95,281	\$100,998	\$450,967

Project Title	Project Number	Department	Project Cost	Priority
Old Town Street Repair	SDF181	Storm Drainage Fund	\$231,855	II

Project Description: Due to age of the existing infrastructure within the town, a strategic multi-year repair plan was previously developed to rehabilitate selected streets, curb/gutter and sidewalk. This project represents the 4nd year of a 6-year program for streets within the Old Town area.

- **Estimated Total Project Cost:** \$231,855
- **2020 Estimated Expenditures:** \$56,180
- **Estimated Completion Date:** 2020
- **Estimated Increase to Operating Expenditures:** \$0

Before

After



	Prior Cost	2020	2021	2022	2023	2024	Total
Project Amount	\$53,000	\$56,180	\$59,551	\$63,124	\$0	\$0	\$231,855

Project Title	Project Number	Department	Project Cost	Priority
Storm Drain and Pan Replacements	SDF182	Public Works	\$122,742	II

Project Description: Due to the age of the existing infrastructure within the Town, a strategic replacement plan is needed to ensure that adequate storm conveyances are maintained or replaced. As specific maintenance or replacement needs are identified, they will be added to a rolling list of potential projects for inclusion in this on-going program.

- **Estimated 5 Year Total Project Cost:** \$112,742
- **2020 Estimated Expenditures:** \$20,000
- **Estimated Completion Date:** Ongoing



	2020	2021	2022	2023	2024	Total
Project Amount	\$20,000	\$21,200	\$22,472	\$23,820	\$25,250	\$112,742

Project Title	Project Number	Department	Project Cost	Priority
Bragg Lane Storm Drain	SDF211	Public Works	\$60,000	II

Project Description: Storm line extension. This project includes the extension of an existing storm pipe to eliminate on-going erosion issues.

- **Estimated 5 Year Total Project Cost:** \$60,000
- **2020 Estimated Expenditures:** \$0
- **Estimated Completion Date:** 2021

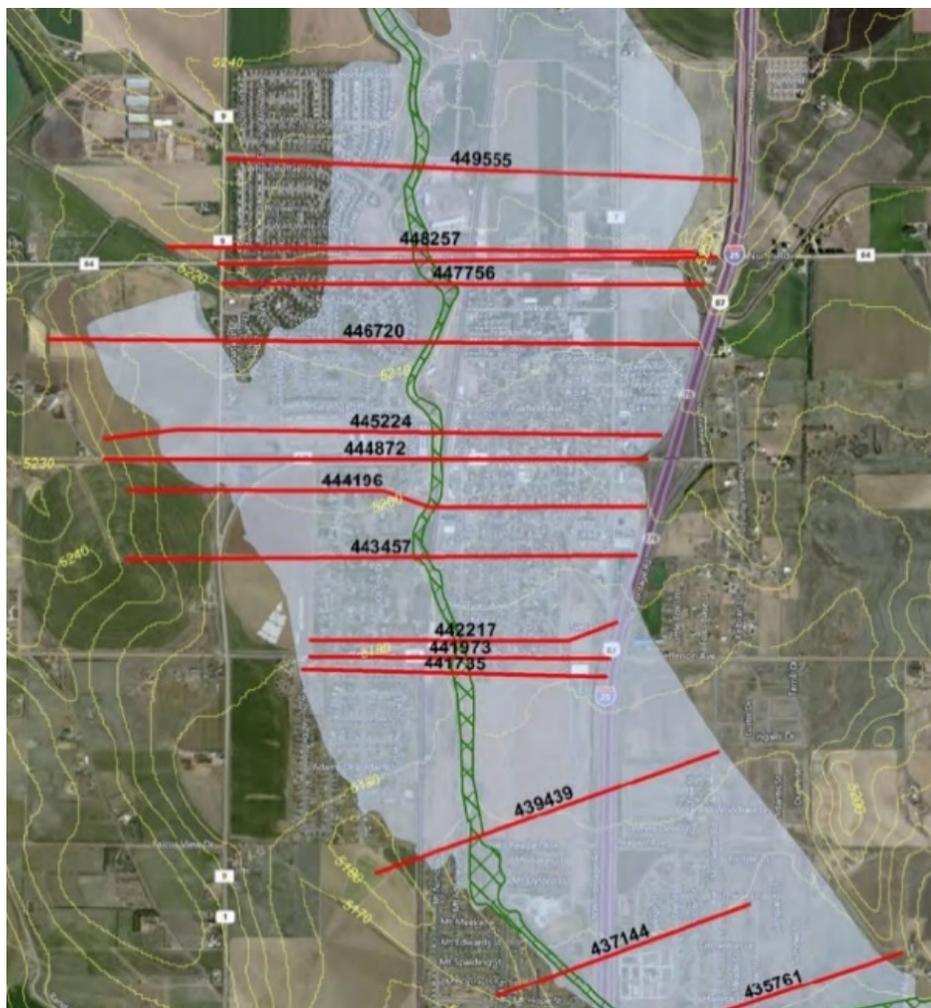


	2020	2021	2022	2023	2024	Total
Project Amount	\$0	\$60,000	\$0	\$0	\$0	\$60,000

Project Title	Project Fund	Department	Project Cost	Priority
B-Dams Phase 1 engineering/Improvement	SDF201, SDF221	Public Works	\$2,000,000	TBD

Project Description: The existing B-Dams located upstream of Wellington have been reclassified by the State as “High Hazard”. As a result, the dams must either be improved to safely pass the Probable Maximum Flood (PMF) or removed. Removing the dams could result in a substantial portion of Wellington being placed into the 100-year flood zone. This project includes additional analysis of the B-Dams to more accurately understand flood risk to the various jurisdictions affected, such as Larimer County, Fort Collins, Timnath, Windsor, Greeley and North Poudre Irrigation Company.

- **Estimated Total Project Cost:** \$2,000,000
- **Estimated Completion Date:** 2022



	2020	2021	2022	2023	2024	Total
Project Amount	\$50,000	\$0	\$1,500,000	\$0	\$0	\$2,000,000

Project Title	Project Number	Department	Project Funds	Priority
John Deere Gator	Equipment	Recreation	\$16,500	III

Project Description: With increased Rec programming and staffing needs for program field prep an additional machine to replace the older model will be needed.

- **Estimated Equipment Cost:** \$16,500
- **2020 Estimated Expenditures:** \$0
- **Estimated Completion Date:** 2024



	2020	2021	2022	2023	2024	Total
Project Amount	\$0	\$0	\$0	\$0	\$16,500	\$16,500

Project Title	Project Number	Department	Project Cost	Priority
Parks Masterplan Update	PF201	Parks	\$40,000	II-III

Project Description: This project includes an update to the existing Parks Masterplan.

- **Estimated Total Project Cost:** \$40,000
- **Estimated Completion Date:** 2020

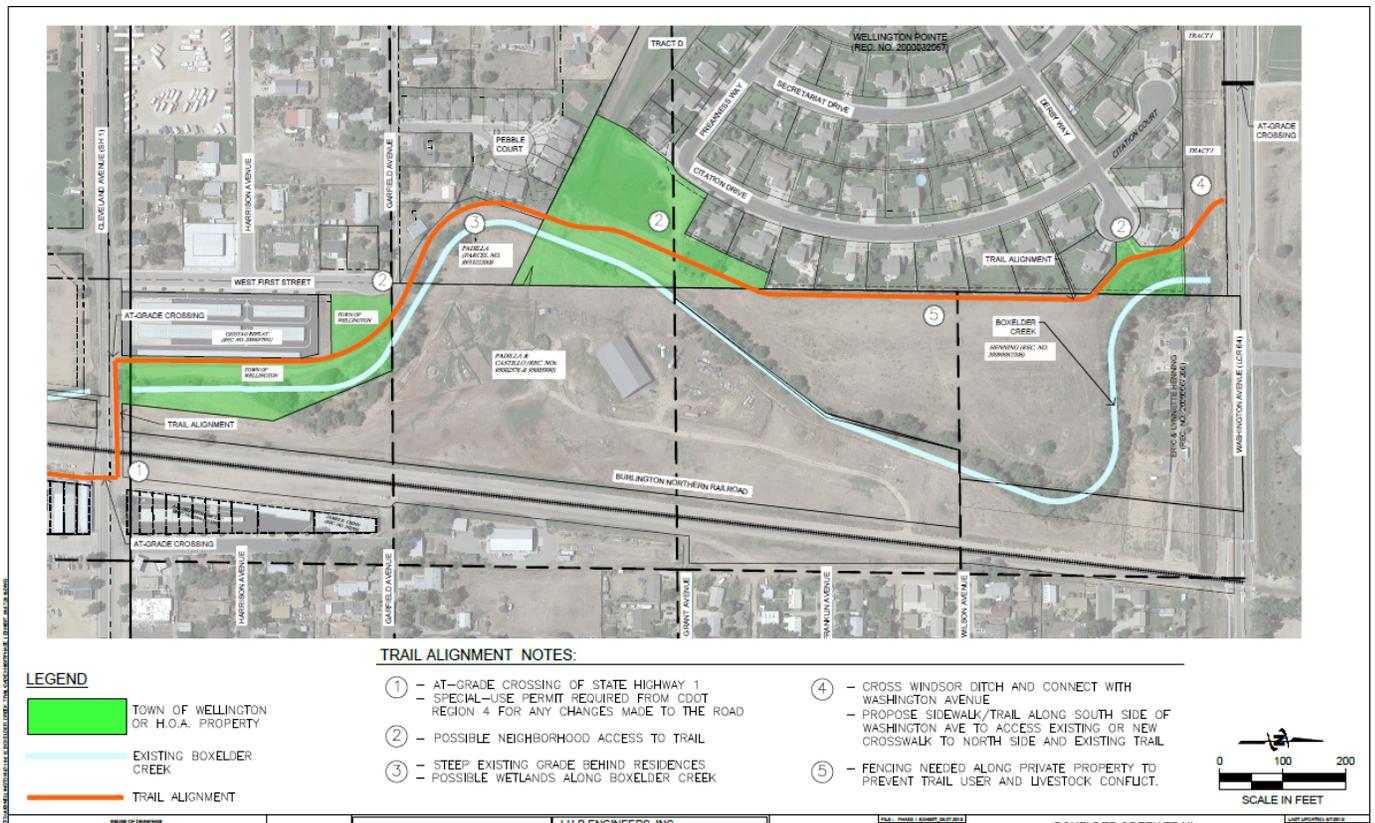


	2020	2021	2022	2023	2024	Total
Project Amount	\$40,000	\$0	\$0	\$0	\$0	\$40,000

Project Title	Project Number	Department	Project Cost	Priority
Boxelder Trail Phase 1 - Easement Acquisition	PF181	Parks	\$100,000	II

Project Description: Purchase of easement needed to construction of phase 1 of the Box Elder Trail project, which connects Cleveland Avenue to Washington Avenue.

- **Estimated Total Project Cost:** \$100,000
- **Estimated Completion Date:** 2020

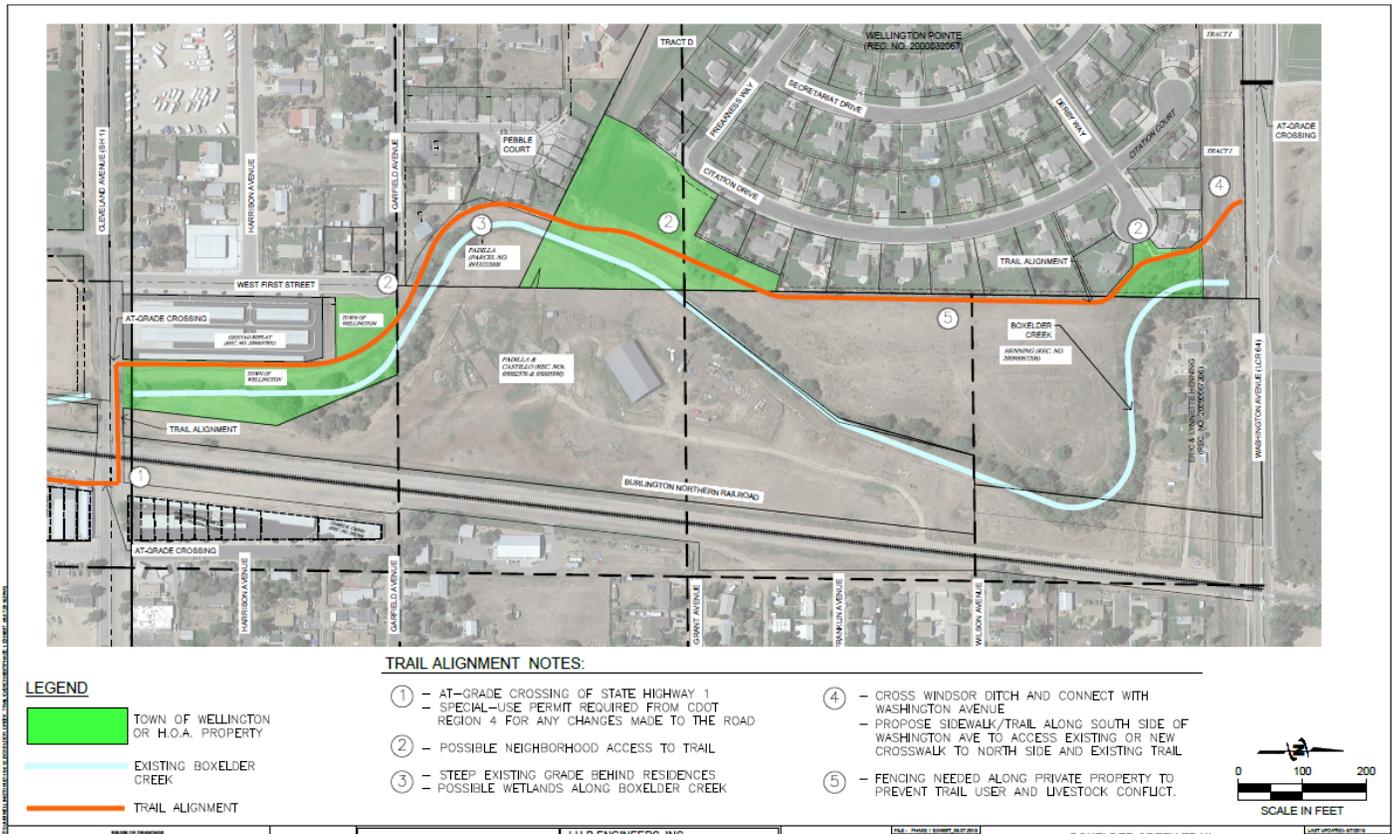


	Prior Cost	2020	2021	2022	2023	2024	Total
Project Amount	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$100,00

Project Title	Project Number	Department	Project Cost	Priority
Boxelder Trail Phase 1 – Construction	PF182	Parks	\$894,951	II

Project Description: Construction of phase 1 of the Box Elder Trail project, which connects Cleveland Avenue to Washington Avenue.

- **Estimated Total Project Cost:** \$894,951
- **Estimated Completion Date:** 2020

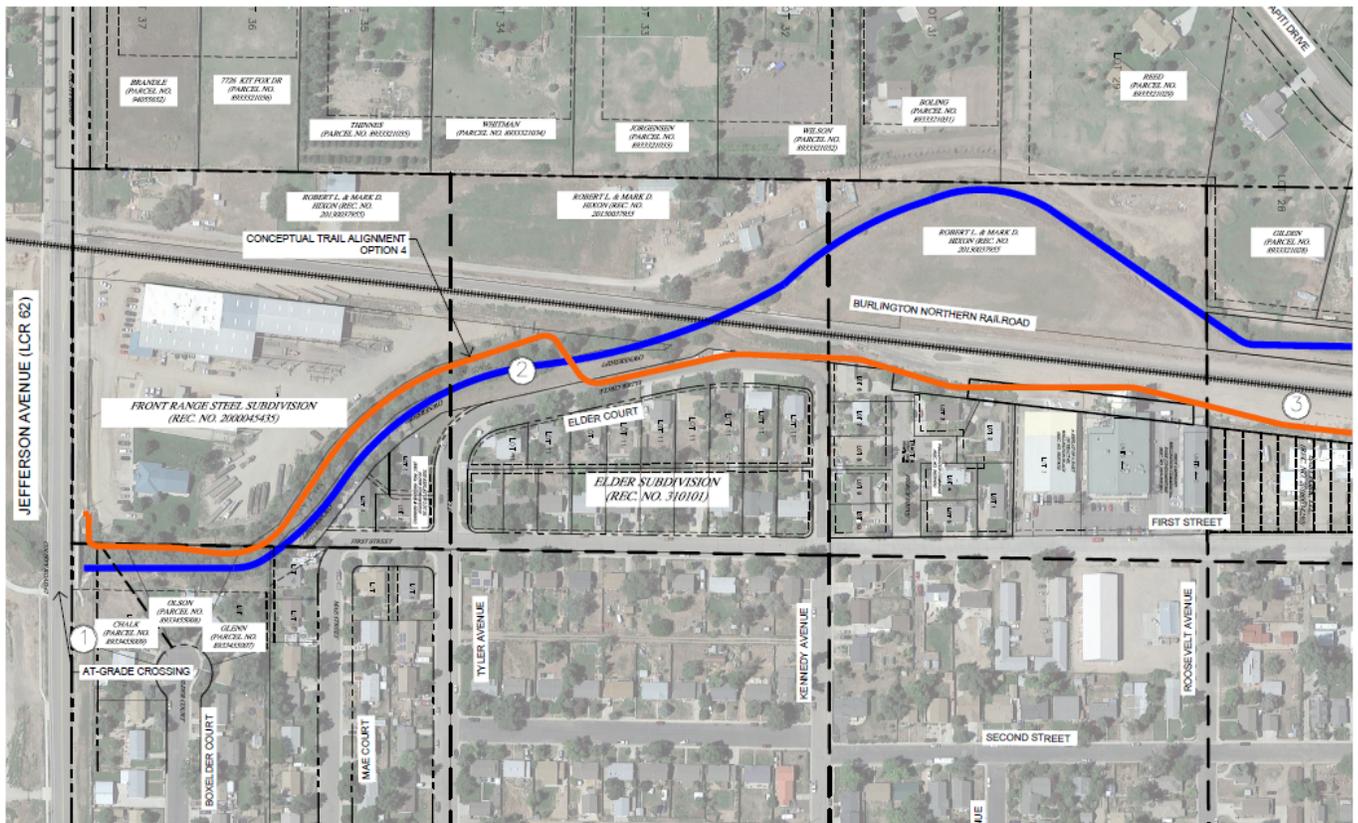


	2019 Budget	2020	2021	2022	2023	2024	Total
Project Amount	854,951	\$40,000	\$0	\$0	\$0	\$0	\$894,951

Project Title	Project Number	Department	Project Cost	Priority
Boxelder Trail Phase 2 - Construction	PF202	Parks	\$1,010,000	II

Project Description: This project is the second phase of the long-planned Trail. Phase 2 is the southern portion of the trail connecting Jefferson to Cleveland. Pending selection of a final alignment, it is expected that design can begin in 2021 and that easement acquisition may also commence.

- **Estimated Total Project Cost:** \$1,010,000
- **Estimated Completion Date:** 2021



LEGEND

- TOWN OF WELLINGTON OR H.O.A. PROPERTY
- ALIGNMENT – OPTION 4
- EXISTING BOXELDER CREEK

Alignment	Environmental	Hydraulics	Property	Cost
	Impacts			
1	HIGH	HIGH	MED	HIGH
1A	HIGH	HIGH	MED	HIGH
1B	MED	MED	HIGH	MED
2	LOW	LOW	MED	LOW
3	LOW	LOW	HIGH	LOW
4	MED	MED	MED	MED

	2020	2021	2022	2023	2024	Total
Project Amount	\$0	\$1,010,000	\$0	\$0	\$0	\$1,010,000

Project Title	Project Number	Department	Project Cost	Priority
Pedestrian Access over Windsor Ditch	PF203	Parks	\$80,000	II

Project Description: This project will remove a safety hazard associated with phase 1 of the Box Elder Trail project.

- **Estimated Total Project Cost:** \$80,000
- **Estimated Completion Date:** 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$80,000	\$0	\$0	\$0	\$0	\$80,000

Project Title	Project Number	Department	Project Cost	Priority
Dugout Covers	PF192	Recreation	\$96,312	I

Project Description: Dugout covers to be installed at both Library Park and the Wellington Community Park ballfields. Dugout covers will help with providing protection and shade for participants.

- **Estimated Total Project Cost:** \$96,312
- **Estimated Completion Date:** 2020



	2019 Budget	2020	2021	2022	2023	2024	Total
Project Amount	\$56,312	\$40,000	\$0	\$0	\$0	\$0	\$96,312

Project Title	Project Number	Department	Project Cost	Priority
Equipment Shed at Wellington Community Park	PF204	Recreation	\$14,000	I

Project Description: Due to consistent park drainage filling the shed a new structure with concrete pad is needed with mitigated drainage to prevent equipment damage and mildew/mold growth.

- **Estimated Total Project Cost:** \$14,000
- **Estimated Completion Date:** 2020



Photo: Standing water in the equipment shed

	2020	2021	2022	2023	2024	Total
Project Amount	\$14,000	\$0	\$0	\$0	\$0	\$14,000

Project Title	Project Number	Department	Project Funds	Priority
Outer Canopy Net for Batting Cages	PF211	Recreation	\$20,000	II

Project Description: The outer canopy net at the batting cages needs to be replaced due to wear and tear and continual patching. The current net has never been replaced.

- **Estimated Total Project Cost:** \$20,000
- **2020 Estimated Expenditures:** \$0
- **Estimated Completion Date:** 2021



	2020	2021	2022	2023	2024	Total
Project Amount	\$0	\$20,000	\$0	\$0	\$0	\$20,000

Project Title	Project Number	Department	Project Cost	Priority
Pitching Machines at Batting Cages	PF212	Recreation	\$19,000	II

Project Description: Due to age and constant maintenance five new pitching machines need to be installed at the batting cages. The machines were used when the Town obtained them in 2008.

- **Estimated Total Project Cost:** \$19,000
- **2020 Estimated Expenditures:** \$0
- **Estimated Completion Date:** 2021



	2020	2021	2022	2023	2024	Total
Project Amount	\$0	\$19,000	\$0	\$0	\$0	\$19,000

Project Title	Project Number	Department	Project Cost	Priority
Shade Structures at WCP Ballfields	PF221	Parks & Recreation	\$64,000	III

Project Description: Based on community feedback, install four shade structures and the concrete pads around the Wellington Community Park ballfields.

- **Estimated Total Project Cost:** \$64,000
- **2020 Estimated Expenditures:** \$0
- **Estimated Completion Date:** 2022

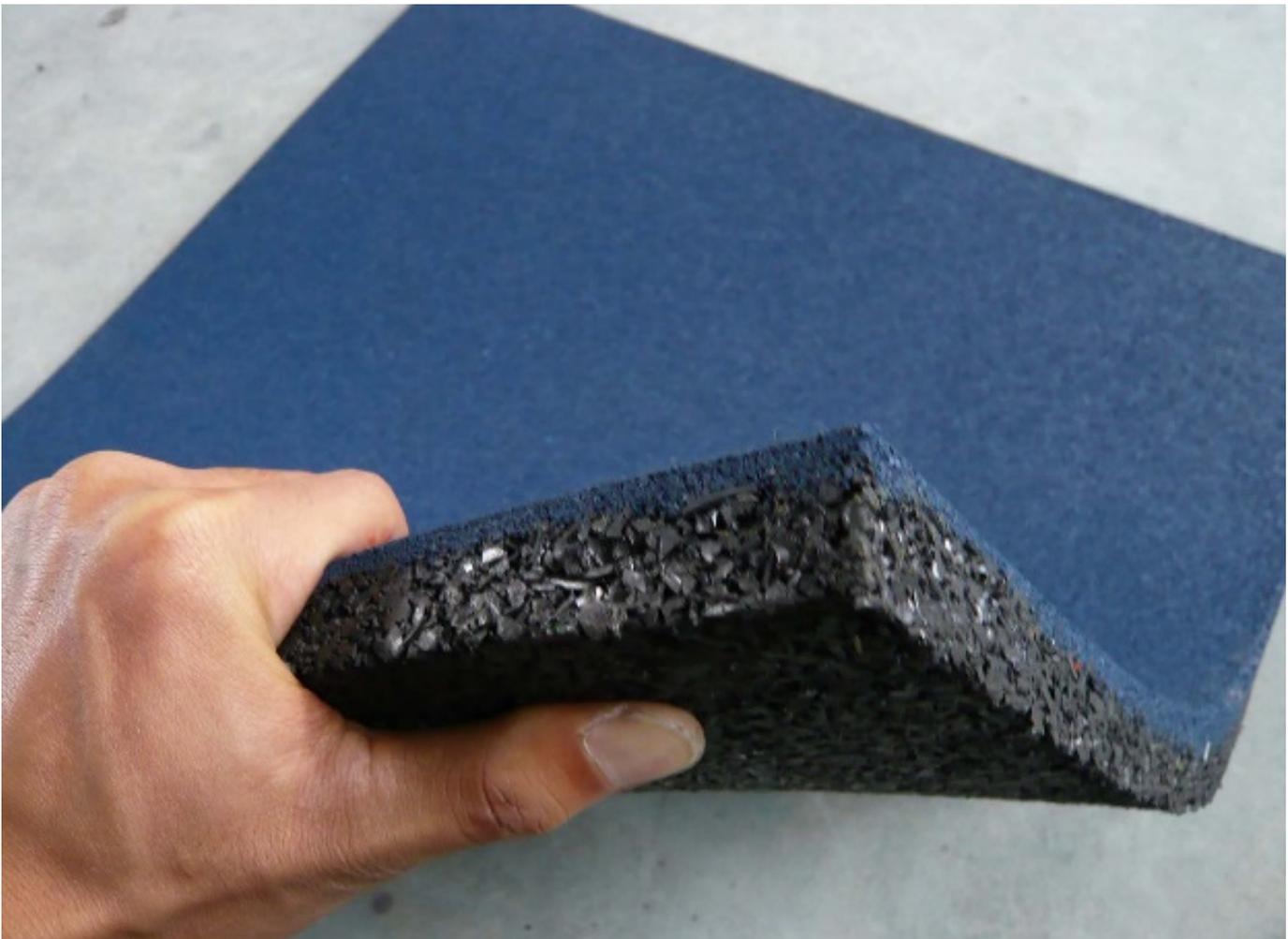


	2020	2021	2022	2023	2024	Total
ProjecAmount	\$0	\$0	\$64,000	\$0	\$0	\$64,000

Project Title	Project Number	Department	Project Cost	Priority
Winnick Park Playground Re- Surfacing	PF195	Recreation	\$67,000	III

Project Description: Install poured-in-place surfacing as part of the Parks Advisory Board’s desire to re-surface all Town parks for the safety of playground users.

- **Estimated Total Project Cost:** \$67,000
- **2020 Estimated Expenditures:** \$0
- **Estimated Completion Date:** 2021



	2020	2021	2022	2023	2024	Total
Project Amount	\$0	\$67,000	\$0	\$0	\$0	\$67,000

Project Title	Project Number	Department	Project Cost	Priority
NPIC Lateral Improvements at BNSF Crossing	PF205	Recreation	\$34,000	II

Project Description: This project includes rehabilitation of the existing ditch lateral crossing of the railway.

- **Estimated Total Project Cost:** \$34,000
- **Estimated Completion Date:** 2020



	2020	2021	2022	2023	2024	Total
Project Amount	\$34,000	\$0	\$0	\$0	\$0	\$34,000

ORDINANCE 17 – 2019

AN ORDINANCE ADOPTING THE BUDGET FOR THE TOWN OF WELLINGTON, COLORADO FOR THE CALENDAR YEAR BEGINNING THE 1ST DAY OF JANUARY, 2020, AND ENDING THE LAST DAY OF DECEMBER, 2020, ESTIMATING THE AMOUNT OF MONEY NECESSARY TO BE RAISED BY TAX LEVY BASED ON THE SAID BUDGET SO ADOPTED; ESTIMATING THE AMOUNT OF MONEY TO BE DERIVED FROM OTHER REVENUE SOURCES; SETTING FORTH ESTIMATED EXPENDITURES FOR EACH, AND DECLARING AN EMERGENCY.

WHEREAS, the Town Administrator has been designated to prepare the annual budget for Wellington, Colorado, for the calendar year beginning January 1, 2020, and ending December 31, 2020, and has prepared the said budget and has submitted it to the Board of Trustees; and

WHEREAS, the Board of Trustees has considered all relevant factors concerning the budget and made all adjustments to the budget deemed appropriate and proper; and

WHEREAS, the Board of Trustees is required by state law to adopt an annual budget prior to December 15, 2019,

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF TRUSTEES FOR THE TOWN OF WELLINGTON, COLORADO:

SECTION 1. That the estimated revenue and funds available for the various funds of the Town of Wellington:

General Fund	\$12,914,509
Street Fund	4,163,620
Conservation Trust Fund	549,876
Water Fund	25,325,020
Sewer Fund	11,702,390
Storm Drainage Fund	1,735,282
Park Fund	3,994,848
Library Trust Fund	476,504
Capital Projects Fund	<u>23,041,813</u>
TOTAL	\$ 83,903,862

SECTION 2. That the estimated expenditures for each fund of the Town of Wellington are as follows:

General Fund	\$7,613,604
Street Fund	1,908,969
Water Fund	23,281,731
Sewer Fund	3,240,766
Storm Drainage Fund	745,906
Parks Fund	1,951,301
Capital Projects Fund	<u>23,050,813</u>
TOTAL	\$61,793,090

SECTION 3. That the budget for the Town of Wellington, Colorado for the calendar year beginning January 1, 2020 and ending December 31, 2020, as heretofore submitted to

Town of Wellington
P.O.Box 127
Wellington, CO 80549

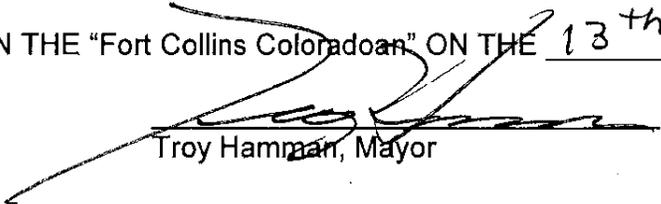
the Board of Trustees by the Town Administrator, and as changed and amended by the Board of Trustees be, and the same hereby is adopted and approved as the budget for the Town of Wellington for the said fiscal year.

SECTION 4. That the budget herein approved and adopted shall be signed by the Mayor and the Town Clerk and made a part of the public records of the Town of Wellington.

SECTION 5. In the opinion of the Board of Trustees of the Town of Wellington, Larimer County, Colorado, this ordinance is necessary for the immediate protection and preservation of the public health, safety, convenience, and general welfare, and is enacted for that purpose and shall be in full force and effect after passage.

PASSED AND ADOPTED BY THE BOARD OF TRUSTEES OF THE TOWN OF WELLINGTON AND ORDERED PUBLISHED THIS 10TH DAY OF DECEMBER, 2019, AND ORDERED TO BECOME EFFECTIVE IMMEDIATELY UPON ADOPTION.

PUBLISHED IN FULL IN THE "Fort Collins Coloradoan" ON THE 13th DAY OF December, 2019.


Troy Hamman, Mayor

ATTEST:


Edward Cannon, Town Administrator/Town Clerk

ORDINANCE 18 - 2019

AN ORDINANCE LEVYING GENERAL PROPERTY TAXES FOR THE TAXABLE YEAR 2019 TO DEFRAY COSTS OF GOVERNMENT FOR THE TOWN OF WELLINGTON, COLORADO, FOR THE CALENDAR YEAR BEGINNING JANUARY 1, 2020, AND ENDING DECEMBER 31, 2020, AND DECLARING AN EMERGENCY.

WHEREAS, the Board of Trustees of the Town of Wellington has adopted the annual budget for the calendar year beginning January 1, 2020, and ending December 31, 2020, in accordance with the Local Government Budget Law, on December 10th, 2019; and

WHEREAS, the amount of money necessary to balance the budget for general operating purposes from the property tax is **\$1,432,171**; and

WHEREAS, the amount of money necessary to balance the budget for bonds and interest from the property tax is **\$85,593**; and

WHEREAS, the 2019 valuation for assessment for the Town of Wellington as certified by Larimer County Assessor is **\$115,135,503**; and

WHEREAS, the Board of Trustees is required by C.R.S. 39-5-128, to certify the mill levy to the Larimer County Board of County Commissioners not later than December 15, 2019.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF WELLINGTON, COLORADO:

SECTION 1. That for the purpose of meeting all general operating expenses of Wellington, Colorado, during the calendar year beginning January 1, 2020 and ending December 31, 2020, there is hereby levied a tax of **12.439** mills upon each dollar of the total assessed valuation of all taxable property within the Town of Wellington for the year 2019.

SECTION 2. That for the purposes of meeting all bonds and interest expenses of Wellington, Colorado, during the calendar year beginning January 1, 2020 and ending December 31, 2020, there is hereby levied a tax of **0.743** mills upon each dollar of the total assessed valuation of all taxable property within the Town of Wellington for the year 2019.

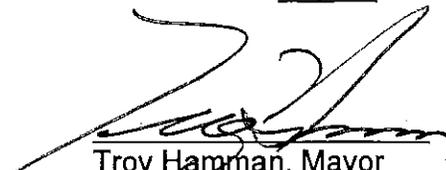
SECTION 3. That the Town Clerk is hereby authorized and directed to immediately certify to the County Commissioners of Larimer County, Colorado, the total tax levy for the Town of Wellington, Colorado, as is herein set forth.

SECTION 4. In the opinion of the Board of Trustees of the Town of Wellington, Larimer County, Colorado, this Ordinance is necessary for the immediate protection and preservation of the public health, safety, convenience, and general welfare and it is enacted for that purpose and shall be in full force and effect after passage and publication.

PASSED AND ADOPTED BY THE BOARD OF TRUSTEES OF THE TOWN OF WELLINGTON AND ORDERED PUBLISHED THIS 10th DAY OF DECEMBER, 2019, AND ORDERED TO BECOME EFFECTIVE IMMEDIATELY UPON ADOPTION.

Town of Wellington
P.O.Box 127
Wellington, CO 80549

PUBLISHED IN FULL IN THE "Fort Collins Coloradoan" ON THE 18th DAY OF
December, 2019.



Troy Hamman, Mayor

ATTEST:



Edward Cannon, Town Administrator/Town Clerk

ORDINANCE 19 - 2019

AN ORDINANCE APPROPRIATING SUMS OF MONEY TO DEFRAY EXPENSES AND LIABILITIES OF THE TOWN OF WELLINGTON, COLORADO FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2020 AND ENDING ON DECEMBER 31, 2020 AND DECLARING AN EMERGENCY.

WHEREAS, the Board of Trustees of the Town of Wellington, Colorado has by ordinance made the proper tax levy upon each dollar of the total assessed 2019 valuation of all taxable property within the limits of the Town, such levy representing the amount of taxes for the Town's purposes necessary to provide for payments during the 2020 calendar year of all properly authorized demands upon the Treasury; and

WHEREAS, the Board of Trustees of the Town of Wellington, Colorado, is now desirous of making appropriations for ensuing calendar year 2020; and

WHEREAS, the Board of Trustees is required by state law to adopt an annual appropriations ordinance prior to December 15, 2019,

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF WELLINGTON, COLORADO:

SECTION 1. The following appropriations are hereby made for the Town of Wellington, Larimer County, Colorado, for the calendar year beginning January 1, 2020, and ending December 31, 2020:

General Fund	\$7,613,604
Street Fund	1,908,969
Water Fund	23,281,731
Sewer Fund	3,240,766
Storm Drainage Fund	745,906
Park Fund	1,951,301
Capital Projects Fund	23,050,813
TOTAL	\$61,793,090

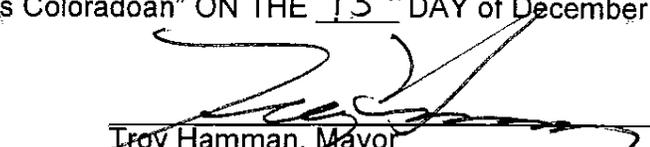
SECTION 2. In the opinion of the Board of Trustees of the Town of Wellington, Larimer County, Colorado, this Ordinance is necessary for the immediate protection and preservation of the public safety, convenience, and general welfare, and it is enacted for that purpose and shall be in full force and effect after passage.

PASSED AND ADOPTED BY THE BOARD OF TRUSTEES OF THE TOWN OF WELLINGTON AND ORDERED PUBLISHED THIS 10th DAY OF DECEMBER, 2019, AND ORDERED TO BECOME EFFECTIVE IMMEDIATELY UPON ADOPTION.

PUBLISHED IN FULL IN THE "Fort Collins Coloradoan" ON THE 13 DAY of December, 2019.

ATTEST:


Edward Cannon, Town Administrator/ Town Clerk


Troy Hamman, Mayor

Town of Wellington
P.O.Box 127
Wellington, CO 80549

CERTIFICATION OF TAX LEVIES

December 11, 2019

Larimer County Board of Commissioners
PO Box 1190
Fort Collins, CO 80522

Dear Commissioners:

For the year 2020 Budget:

The Board of Trustees of the Town of Wellington hereby certifies a total levy of:
To be extended by you upon the total 2019 assessed valuation of:
To Produce Revenue of:

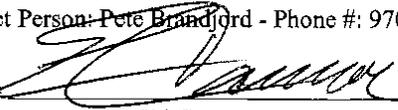
13.182
\$115,135,503.00
\$1,517,764.00

It is requested that these levies be separately identified in all tax statements.

The levies and revenue are for the following purposes:

CATEGORY	LEVY (Mills)	REVENUE
1. General Operating Expenditures	12.439	\$1,432,171.00
2. Tax Credits	0.000	\$0.00
3. Refunds/Abatements	0.000	\$0.00
SUBTOTAL	12.439	\$1,432,171.00
4. General Obligation Bonds	0.743	\$85,593.00
5. Contractual Obligations Approved at Election	0.000	\$0.00
6. Capital Expenditures levied pursuant to 29-2-301 (1,2) or 29-1-302(1,5) C.R.S. (Counties and Municipalities Only)	0.000	\$0.00
7. Expenses Incurred in Reappraisal Ordered or Conducted by State Board (County Only)	0.000	\$0.00
8. Payment of Excess State Equalization payments to School Districts (County Only)	0.000	\$0.00
9. Other (specify)	0.000	\$0.00
TOTAL	13.182	\$1,517,764.00

Contact Person: Pete Brandford - Phone #: 970-568-3381

Signed  Title: Town Administrator
Ed Cannon

NOTE: Certification must be to three decimal places only. Send copy to Division of Local Government Affairs
If you are located in more than one county, please list all counties here:

CERTIFICATION OF VALUATION BY LARIMER COUNTY ASSESSOR

Name of Jurisdiction: **035 - TOWN OF WELLINGTON**

IN LARIMER COUNTY ON 11/21/2019

New Entity: No

USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATIONS (5.5% LIMIT) ONLY

IN ACCORDANCE WITH 39-5-121(2)(a) AND 39-5-128(1), C.R.S. AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES THE TOTAL VALUATION FOR ASSESSMENT FOR THE TAXABLE YEAR 2019 IN LARIMER COUNTY, COLORADO

1. PREVIOUS YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	\$89,941,206
2. CURRENT YEAR'S GROSS TOTAL TAXABLE ASSESSED VALUATION: *	\$115,135,503
3. LESS TIF DISTRICT INCREMENT, IF ANY:	\$0
4. CURRENT YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	\$115,135,503
5. NEW CONSTRUCTION: **	\$6,471,151
6. INCREASED PRODUCTION OF PRODUCING MINES: #	\$0
7. ANNEXATIONS/INCLUSIONS:	\$0
8. PREVIOUSLY EXEMPT FEDERAL PROPERTY: #	\$0
9. NEW PRIMARY OIL OR GAS PRODUCTION FROM ANY PRODUCING OIL AND GAS LEASEHOLD ## OR LAND (29-1-301(1)(b) C.R.S.):	\$0
10. TAXES COLLECTED LAST YEAR ON OMITTED PROPERTY AS OF AUG. 1 (29-1-301(1)(a) C.R.S.):	\$1,045,02
11. TAXES ABATED AND REFUNDED AS OF AUG. 1 (29-1-301(1)(a) C.R.S.) and (39-10-114(1)(a)(I)(B) C.R.S.):	\$10,431,24

* This value reflects personal property exemptions if enacted by the jurisdiction as authorized by Art. X, Sec.20(8)(b), Colo.

** New construction is defined as: Taxable real property structures and the personal property connected with the structure.

Jurisdiction must submit respective certifications (Forms DLG 52 AND 52A) to the Division of Local Government in order for the values to be treated as growth in the limit calculation.

Jurisdiction must apply (Forms DLG 52B) to the Division of Local Government before the value can be treated as growth in the limit calculation.

USE FOR 'TABOR' LOCAL GROWTH CALCULATIONS ONLY

IN ACCORDANCE WITH THE PROVISION OF ARTICLE X, SECTION 20, COLO CONST, AND 39-5-121(2)(b), C.R.S. THE ASSESSOR CERTIFIES THE TOTAL ACTUAL VALUATION FOR THE TAXABLE YEAR 2019 IN LARIMER COUNTY, COLORADO ON AUGUST 25, 2019

1. CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY: @	\$1,251,095,800
ADDITIONS TO TAXABLE REAL PROPERTY:	
2. CONSTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS: †	\$48,863,173
3. ANNEXATIONS/INCLUSIONS:	\$0
4. INCREASED MINING PRODUCTION: %	\$0
5. PREVIOUSLY EXEMPT PROPERTY:	\$0
6. OIL OR GAS PRODUCTION FROM A NEW WELL:	\$0
7. TAXABLE REAL PROPERTY OMITTED FROM THE PREVIOUS YEAR'S TAX WARRANT:	\$0

(If land and/or a structure is picked up as omitted property for multiple years, only the most current year's actual value can be reported as omitted property.)

DELETIONS FROM TAXABLE REAL PROPERTY:

8. DESTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:	\$0
9. DISCONNECTIONS/EXCLUSION:	\$0
10. PREVIOUSLY TAXABLE PROPERTY:	\$189,600

@ This includes the actual value of all taxable real property plus the actual value of religious, private schools, and charitable real property.

† Construction is defined as newly constructed taxable real property structures.

% Includes production from new mines and increases in production of existing producing mines.

IN ACCORDANCE WITH 39-5-128(1), C.R.S. AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES TO SCHOOL DISTRICTS : 1. TOTAL ACTUAL VALUE OF ALL TAXABLE PROPERTY: ----->	\$0
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NOTE: All levies must be Certified to the Board of County Commissioners NO LATER THAN DECEMBER 15, 2019

Data Date: 11/20/2019